

Arizona Senior Academy Overdue Payment Policy

Dated October 31, 2022

ASA Collection Process

1. ASA will process member accounts with an overdue balance of more than two payments since June 30, 2022.
2. ASA will warn members by letter and/or email that the account will be passed to collections on the date specified—unless a payment or an arrangement is made.
3. After ASA passes the account to collections, the member must pay all court costs, collection expenses, and attorney's fees before ASA will end collection efforts.

Amount Sent to Collections

When ASA sends a member account to collections, the total owed amount will be sent. (For example, if a member were \$7500 before July 2022, the collection agency will attempt collection on the entire amount, not just the amount due following July 2022.)

Waivers

Member should request a waiver in paying ASA dues or fees to the ASA President. The President will review the request, prepare an anonymous package that does not include the identity of the person(s) making the request, and present the package to the ASA finance committee for approval. The packages will be approved or denied by the ASA Finance Committee. The Executive Committee or the entire Board can approve or deny the request if no Finance Committee is formed.

Reasons for Waivers or Reductions:

1. Physical or mental disability. Members who, because of disability, cannot attend or participate in ASA programming may request a disability waiver in writing, addressed to the ASA President.
2. Financial disability. Members who, for economic reasons, cannot pay their full dues may request a temporary reduction, ordinarily for 12 months or less. Members should request in writing, addressed to the ASA President. The request should include (1) a payment plan and (2) appropriate evidence.