





OPERATING POLICY

POLICY TITLE: CONVENIENCE FEE					
SECTION	FISCAL MANAGEMENT	NUMBER	3.8.2	DATE	5/18/2023
REPLACES POLICY NUMBER: 3.8.1		TITLE: CONVENIENCE FEE			
DATE ADOPTED: 10/21/2021					
DATE REVISED:					
CROSS REFERENCES:					
APPROVED:					
 GENERAL MANAGER			5-18-2023 DATE		
 SVRA CHAIRPERSON			5-18-2023 DATE		

Effective June 1, 2023, a credit card merchant processing fee (convenience fee) of 3.25% will be applied to all credit/debit card purchases and or payments with the exception of merchandise sold within the Pro Shop and retail items at the Pool.

The Board of Directors will review the credit card merchant processing fees from all contracted merchants on an annual basis. Said review will be utilized in determining if an adjustment of the credit card processing fee (convenience fee) is warranted and will then be subject to change.