

CLARK COUNTY ASSOCIATION OF REALTORS® DUES PAYMENT AND COLLECTION POLICY

- 1) Pursuant to the National Association of REALTORS®, Washington REALTORS® and CCAR bylaws, dues are payable annually in advance on or before January 1 of the Association year, in a single installment. Partial payments are not accepted
- 2) A minimum of two written notices stating the next year's dues shall be mailed between late October and mid-December to each member then on the rolls at their preferred address in the NRDS database. As a courtesy only, reminder notices may be mailed the following January and February prior to the termination date.
- 3) Members are expected to keep their mailing addresses current at the CCAR office, and to make reasonable business arrangements for the receipt and handling of their mail and other communications from CCAR if they are out of town or otherwise unable to personally handle their affairs, and such members' responsibility for paying dues is deemed to be personal and cannot be delegated.
- 4) The single installment incorporates all dues, assessments and fees of NAR, WR, and CCAR. Dues may be paid by cash, check, money order, or by credit card (Amex, Visa or MasterCard) in person at the CCAR office at 1514 Broadway, suite 102, Vancouver, WA 98663, or by check mailed to the office, and either via credit card by telephone to the CCAR office at (360-695-5980) or online at the CCAR website: www.ccrealtors.com. CCAR will not be responsible for service interruptions or delays in the mail, telephone, fax, or Internet causing tardy payment. Members who wait until the 11th hour to attempt making payments assume such risks and will incur any resulting late fees.
- 5) **Dues are considered past due after January 1**, and if not paid (**received** at the CCAR office or online) by the close of business on or before January 10th of the Association year, a late fee in the amount Fifty Dollars (\$50.00) attaches immediately to the non-paying member's account in addition to dues.
- 6) If Dues and the first late fee are not paid (**received** at the CCAR office or online) by the close of business on or before February 10th of the Association year, then an ADDITIONAL late fee of Seventy Five Dollars (\$75.00) attaches immediately.
- 7) If Dues and the two late fees are not paid (**received** at the CCAR office or online) by the close of business on or before March 10th of the Association year, then the member is terminated from the rolls of the association (and in the NRDS database). To be reinstated as members of CCAR, WR, and NAR, persons so terminated must pay all Dues and Late Fees, AND a Reinstatement Fee of One Hundred Twenty-Five (\$125.00).
- 8) **Dues, Late fees and Reinstatement fees are mandatory and cannot be waived by the CCAR staff.** Any claim for relief from these dues and fees must be presented by the member or former member in writing or in person to a meeting of the CCAR Board of Directors, or to such Committee of Directors as the President shall appoint.