



AAVMC Dues Collection Policy

Dues notices will be sent to AAVMC member representatives in mid-April and a copy of the notice will be directed to member financial representatives by email. This dues notice will have a deadline of July 1, the date by which the dues should arrive to the AAVMC. On July 15, a dues reminder notice will be sent to all members that have not submitted their dues to the AAVMC, requesting receipt of dues within 30 days. On August 15, calls would be made to all AAVMC representatives that have not submitted dues to accomplish three objectives: 1) Determine the reason for the outstanding dues; 2) Confirm membership intent; and 3) Identify the member's planned timeline for dues submission. If this dues reminder call fails to identify a plan for the timely submission of the dues or identifies extenuating circumstances, the situation would be elevated to the Board and handled on a case-by-case basis.

Dues Collection Timeline

Dues Notices Sent to Member Representatives	April 15
Dues Notices Sent to Member Financial Contacts (email)	April 15
Due Date for Member Dues	July 1
First Reminder to Members with Outstanding Dues	July 15
Calls to Members Representatives for Outstanding Dues	August 15

*Submitted by the AAVMC Ad Hoc Committee on Late Payment of Dues
Approved by the AAVMC Board of Directors, July 12, 2009*