

Motion 202402FVC03 – change to P&P Section III Financial Fees - Stopped Checks

The Finance Vice Chair recommends the following edit to the Policies and Procedures, Section III, G. Financial Fees Item 2

H. Financial Fees

1. The minimum service charge for checks returned to Pacific Swimming shall be ~~\$25~~ \$50 plus any back charges. The second offense for a returned check within one year shall be referred to the Pacific Swimming Administrative Review Board.

2. The minimum service charge for a stopped check or to reissue lost or stale dated checks shall be ~~\$25~~ \$50. The second offense for a stopped check or to reissue lost or stale dated checks shall require the requestor to register for Bill.com e-payment service. No fee shall be charged to reissue checks sent to an address other than the one listed on the request form.

Discussion – It is a labor-intensive procedure to process and log checks that are returned, stopped, or reissued. There is a current method, Bill.com, in use that alleviates some of the issues. Pacific Swimming has been allowing individuals to decline the use of Bill.com.