Certificate Assembly
NON-PAYMENT OF FEES POLICY
(4/99)

PURPOSE

The purpose of this policy is present the procedure for notifying entities found in default of fee payments and to outline the entity reinstatement procedures.

DEFAULT

An entity found in default of any fee payments (membership fees, certificate fees, accreditation/reaccreditation application fees, etc.) will have all rights and privileges of membership revoked, including the right to vote and to issue IFSAC seals and certificates.

An entity will be considered in default if fee payment is not received within 180 days of the invoice date. An "Account Default Notice" will be mailed to the entity thirty (30) days prior to the default date of the account.

REINSTATEMENT OF MEMBERSHIP RIGHTS AND PRIVILEGES:

I. Entities within their current five (5) year accreditation period at the time of reapplication of membership.

An entity that is in default and wishes to be reinstated as an IFSAC member must proceed through the membership process the same as any new entity; however the following apply:

1. Full accreditation will be reinstated, including the right to vote, and to issue IFSAC seals and certificates, once the current membership fee and all delinquent fees are paid.

2. A reaccreditation site visit is required at the end of the current five (5) year accreditation period.

II. Entities beyond the five (5) year accreditation period.

An entity that is in default, and beyond the five (5) year accreditation period, must proceed through the membership and accreditation processes the same as any new entity.

Richard H. Hall
IFSAC Manager