

PLEASE REVIEW FEE POLICY ON NEXT PAGE

2019 Milwaukee Estate Planning Forum Fee Policy

1. Guest Fee Policy
 - a. Members will be required to pay a \$50 guest fee each time they bring a guest to a meeting.
 - b. Members of other estate planning councils who are not members of the Milwaukee Estate Planning Forum must pay a \$50 guest fee each time they attend a meeting.
 - c. The guest fee may be increased at the Board's discretion for any meeting at which a national speaker is presenting.
 - d. Guests and members of other estate planning councils are subject to the same Late Fee Policy as members (see below).
2. Late Fee Policy
 - a. Members will be charged a \$20 "late" fee when any of the following events occur:
 - i. Registration after the established deadline
 - ii. Cancellation after the established deadline
 - iii. Failure to attend a meeting without a timely cancellation
 - iv. Attending a meeting without a timely registration
 - b. The established deadline is noon on the Monday that immediately precedes each meeting.
 - c. Each member will be allowed one waiver of the \$20 late fee per calendar year.
 - d. For absences, we will assume that you want to use the waiver, unless we are informed before the event.
3. Collection of Fees
 - a. Guest fees are due by the day of the meeting. They can be paid on line or mailed in advance to the Treasurer.
 - b. Late fees will be assessed after each meeting by the Treasurer.
 - c. Guest/late fees not timely paid will be added to the member's dues for the subsequent year and must be paid to remain a member in good standing.
 - d. In the event of a Member's mid-year resignation, the Member will receive a pro-rated refund of the Member's dues upon the Member's request.
4. Emeritus Members
 - a. An Emeritus member is a member who is age 65 or older on December 31 of the preceding year.
 - b. Emeritus members have two payment options regarding annual dues:
 - i. Pay full \$280 dues for the year
 - ii. Pay the \$50 guest fee each time they attend a meeting
 - c. An Emeritus member needs to designate the member's payment choice annually when the member returns his/her dues notice.
5. Registration Table
 - a. A Membership Committee member will serve as host at the registration table for each meeting to greet members, collect payments and monitor sign-in.
 - b. All members must sign-in to verify their attendance; failure to do so could result in the assessment of a late fee.
 - c. All members must also sign-in to obtain the appropriate CE credits.