

### Dues and Late Fees Policies

1. Dues notices shall be sent out to clerks each December 1 for the upcoming year.
2. In accordance with the By-laws, such dues shall be due and payable on January 1 of each year.
3. A late fee of \$25 shall be assessed March 1 of each year if such dues are not paid. The late fee will be subject to change, from time to time, at the discretion of the Executive Committee.
4. #1 above shall be effective for the 2014 dues cycle.
5. #3 above shall be effective upon Executive Board adoption.

Adopted by CTCA Executive Board on 2/7/2013

### Conference and Conference Registration Policies

1. The Association will no longer fund activities on the evening before a conference.
2. The cut-off date for reimbursements due to cancellation will be two weeks prior to the conference.
3. A late fee of \$25.00 will be added to all conference registrations received after the cut-off date, which is two weeks prior to the conference. The late fee will be subject to change, from time to time, at the discretion of the Executive Committee.
4. These policies are effective upon adoption.

Adopted by CTCA Executive Board on 2/7/2013