

## Mission Acres Payment Policies

1. New boarders are required to provide a deposit\* which is equivalent to the boarding fee (includes GST) when they first come on-site. This amount will be applied to their last month board.

\*The Mission Acres accountant will generate an invoice and send it to the new boarder. Payment is due upon receipt.

2. Invoice for board and service fees - due on or before the first day of the month.
  - a. A boarder will be charged a late fee if payment terms are not adhered to.
  - b. If terminating board you must provide 30 days' written notice or you will be charged for the following month.
  - c. Board is not pro-rated if a member terminates board within a given month.
  - d. Board is not pro-rated within a stated month if a person takes their horse off site for any specified time frame.
    - i. You may have the option of reserving a spot if your horse is off-site for more than a month. This would require paying for the reserved time and would be done in consultation with the Facility Director.
  - e. If a boarder is selling their horse and purchasing another they may have the option of reserving their spot if they pay board during the transition phase.
    - i. If the transition involves having both horses on site, the boarder will need to pay board for the second horse. The charge will be based on the number of days that the second horse is on site.
3. Any additional invoicing (i.e. lessons) is due on or before the first day of the month.

