

White Birch Lakes Recreational Association

TITLE Notary, Fax & Copy Fees	DATE June, 2012
POLICY X	CATEGORY Member
PROCEDURE X	ATTACHMENT no WBLRA #019
APPROVED BY	POLICY PAGES 1

Policy:

White Birch Lakes Recreational Association has made the determination that any member needing to have a document notarized, faxed or copied shall pay a nominal fee for these services.

These services will be provided by the Secretary of White Birch Lakes Recreational Association and requests by members must be made during regular business hours.

The cost of the service will be given to the member prior to services rendered.

Fees will be paid by members requesting these services as follows:

Notarize	\$5.00 per document	Up to 10 pages
Fax		
Local	\$1.00 for first page	\$.50 for each additional page
Long Distance	\$1.75 for first page	\$1.00 for each additional page
International	\$5.00 for first page	\$3.50 for each additional page
Copy	\$0.10 per page-one sided	\$0.15 for two-sided page

White Birch Lakes Recreational Association Board of Directors reserves the right to adjust this policy as necessary to best serve the membership.