

Payment of Fees Options

Member's Name: _____ **College Reg. #:** _____

The British Columbia Association of Optometrists (BCAO) has several payment options available to members. Please read the descriptions below and indicate which method you wish to use to pay your fees for the year.

1. Cheque:

One installment:

Please make payable to British Columbia Association of Optometrists (BCAO) (payment in full).

Four installments:

Four installments, each equal to one quarter of the total fees payable for 2019 plus applicable taxes. All cheques must be made payable to British Columbia Association of Optometrists and provided to BCAO at the time of renewal. A \$40.00 administration fee plus applicable taxes will be applied for payment by installment. Payments are to be submitted according to the following schedule. Please see your renewal notice for payment details.

- i. In the month of renewal (on or before January 30)
- ii. 1 March
- iii. 1 June
- iv. 1 September

2. Credit Card:

One installment:

A one-time charge will be applied to your credit card. Please complete the information below and send by mail or fax to BCAO.

Members may also pay online at bc.doctorsofoptometry.ca.

Four installments:

Four installments, each equal to one quarter of the total fees payable for 2019 plus applicable taxes. A \$40.00 administration fee plus applicable taxes will be applied to your credit card for payment by installment. Payments are to be submitted according to the following schedule. Please see your renewal notice for payment details.

- i. In the month of renewal (on or before January 30)
- ii. 1 March
- iii. 1 June
- iv. 1 September

Credit Card Payment

Visa MasterCard

Card Number: _____ **Expiry:** _____ **CVV#:** _____
(Three Digit Security Code)

Name On Card: _____ **Signature:** _____

I understand BCAO will charge \$30.00 for any payment that does not clear through my account. This penalty and the full outstanding balance will be due immediately by certified cheque or credit card.

I will immediately notify BCAO in writing of any changes in the accounting information and provide BCAO with new cheques or credit card details.

Signature: _____ **Date:** _____

Please return form with payment details to BCAO by mail: 121 - 10551 Shellbridge Way, Richmond B.C. V6X 2W8 or email info@optometrists.bc.ca. Thank you.