

December 1, 2010



Circular Letter No. 06/12/10

Administration fee for suspended Members

Dear Members,

Effective **January 1st 2011** a Member defaulting on payment of subscription fees by more than 60 days will incur an **administration fee of \$2,000.**

The payment system listed below is a guide for you to ensure that payment is received by the Club within the required time frame.

1. Statement/E-Statement
2. 1st reminder (30-45 days)
3. 2nd reminder (45-60 days)
4. 1st suspension (60-90 days)
5. 2nd suspension (90-120 days)
6. Debt recovery (120-135 days)

The Club has made every effort to provide an efficient system that allows you to make payment on time, which includes EPS, PPS, Autopay authorization, Internet payment, and direct deposit to the DBGK bank account. If you have any enquires about the payment method, please log on our web site for more details.

Please note that article 17 of the Club's rules clearly states: "If a Member takes leave from Hong Kong for longer than one month he shall arrange to pay his monthly subscription in advance".

To avoid suspension of playing rights and the subsequent financial penalty please ensure payment is received by the Club as per the information above.



Club Management



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