

From the Corporate Treasurer

As of the June 6, 2016 mid-quarter conference call, the Board of Directors approved the change in wording from Non-Member Surcharge to Non-Member Registration. Non-Member Registration (NMR) will replace the term NMS and be applied to all non-member fees. The term Member Discounted Registration will apply to all members registering for events.

At the January 10, 2010 quarterly meeting, the Board of Directors voted in an increase to the Non-Member Surcharge. Starting July 1, 2010 the NMS will be \$5.00 on admission to events. At the same time a request was made by the Corporate Treasurer to revise the NMS Policy to remove the words "required donation". Donations by nature are freely given; therefore, if an amount is required it is the same as asking for a site fee and not a donation.

How Non-member Registration applies:

- (1) The Non-Member Registration will apply to all events which are published in either the Official Kingdom newsletter or an Official Local Group Newsletter as well as all events which are published in either the Official Kingdom website or an Official Local Group website (i.e. all those events where the insurance of the SCA, Inc. is invoked by publication in any official format) and for which a site fee to attend the event is charged.
- (2) The Non-Member Registration will not be collected if there is no site fee to attend the event.
- (3) The Non-Member Registration will not be collected for minors for whom there is a discounted event fee.
- (4) The Non-Member Registration will not be collected from those individuals who are not required to pay a site fee as stated in society/kingdom/local financial policies.
- (5) The Non-Member Registration will not be collected for events that ask for a non-cash donation to gate entry to the site such as bringing canned goods or a toy. Please keep in mind that any event that asks for donation, whether cash or non-cash cannot require anyone to donate. In other words, if someone wants to attend the event and does not donate any cash or non-cash items, you have to allow them entry.

Default procedure for Non-Member Registration implementation:

- (1) Non-Member Registration must be submitted to your Kingdom Exchequer within 10 business days from the close of the event.
- (2) Each Kingdom will collect the Non-Member Registration and forward the monies in US funds to the Corporate Office by the last day of the following month. Example: March Non-Member Registration collections must be received by the Corporate Office by April 30.
- (3) The Kingdom Seneschal and the Kingdom Chancellor of the Exchequer will be responsible for ensuring compliance.
- (4) Implementation alternatives may be presented to, and approved by, the Society Seneschal and Treasurer of the SCA, Inc. Final approval of alternatives will be reviewed by the Board of Directors.

At the SCA Board of Directors' meeting that was held April 17, 2010, the non-member surcharge was further defined to include the fee structures:

- For the Kingdoms that reside in the United States, the NMS fee is \$5.00 USD.
- For Kingdoms and groups that reside in Canada, the NMS fee is \$5.00 CAN.
- For the Kingdom of Drachenwald, the NMS fee is 5.00 EUR The increase to the non-member surcharge (NMS) goes into effect on July 1, 2010 for all 20 Laurel Kingdoms.

The NMS does not apply to Lochac as they are under the SCAA, Inc. organization. A new NMS submission form will be made available through the Society Exchequer's website.

Revision date: June 6, 2016