



GEPAR

GREATER EL PASO ASSOCIATION of REALTORS®

2020 QUARTERLY BILLING SCHEDULE

1ST QUARTER BILLING

KEYCARD – JAN, FEB & MAR / LOCKBOX – OCT, NOV & DEC

- 11/15/2019 - INVOICES POSTED – EMAIL TO AGENTS INVOICES READY TO VIEW & PAY ONLINE
- 11/29/2019 - 1ST QUARTER PAYMENTS DUE**
- 01/02/2020 - SUSPENSION AND \$50.00 RECONNECT FEE
- 02/03/2020 - SUSPENSION OF OFFICE IF MEMBERS ARE PASTDUE W/ACTIVE LICENSE.
- 03/02/2020 - TERMINATION OF OFFICE IF MEMBERS ARE PASTDUE W/ACTIVE LICENSE.

2ND QUARTER BILLING

KEYCARD – APR, MAY & JUN / LOCKBOX – JAN, FEB & MAR

- 02/14/2020 - INVOICES POSTED – EMAIL TO AGENTS INVOICES READY TO VIEW & PAY ONLINE
- 02/28/2020 - 2ND QUARTER PAYMENTS DUE**
- 04/01/2020 - SUSPENSION AND \$50.00 RECONNECT FEE
- 05/01/2020 - SUSPENSION OF OFFICE IF MEMBERS ARE PASTDUE W/ACTIVE LICENSE.
- 06/01/2020 - TERMINATION OF OFFICE IF MEMBERS ARE PASTDUE W/ACTIVE LICENSE.

3RD QUARTER BILLING

KEYCARD – JUL, AUG & SEP / LOCKBOX – APR, MAY & JUN

- 05/15/2020 - INVOICES POSTED – EMAIL TO AGENTS INVOICES READY TO VIEW & PAY ONLINE
- 05/29/2020 - 3RD QUARTER PAYMENTS DUE**
- 07/01/2020 - SUSPENSION AND \$50.00 RECONNECT FEE
- 08/03/2020 - SUSPENSION OF OFFICE IF MEMBERS ARE PASTDUE W/ACTIVE LICENSE.
- 09/01/2020 - TERMINATION OF OFFICE IF MEMBERS ARE PASTDUE W/ACTIVE LICENSE.

4TH QUARTER BILLING

KEYCARD – OCT, NOV & DEC / LOCKBOX – JUL, AUG & SEP

- 08/14/2020 - INVOICES POSTED – EMAIL TO AGENTS INVOICES READY TO VIEW & PAY ONLINE
- 08/31/2020 - 4TH QUARTER PAYMENTS DUE**
- 10/01/2020 - SUSPENSION AND \$50.00 RECONNECT FEE
- 11/02/2020 - SUSPENSION OF OFFICE IF MEMBERS ARE PASTDUE W/ACTIVE LICENSE.
- 12/01/2020 - TERMINATION OF OFFICE IF MEMBERS ARE PASTDUE W/ACTIVE LICENSE.

NO EXCEPTIONS FOR ANY RECONNECT FEES OR LATE FEES