



RISING
TO THE
CHALLENGE

Great news in these difficult financial times!

Many Lodges are facing grave financial situations with the absence of food and beverage revenues since the Covid-19 restrictions. This nationwide health and financial crisis will impact our Lodges much worse in 2021. Time and money savings options will be needed even more in 2021. This "optional" program can save our Lodges over a million dollars in postage, paper and ink if most Lodges use it. Great news in these difficult financial times!

save time. save money.

NEW "Optional" Grand Lodge Billing Renewal System



**\$SAVE TIME
\$SAVE MONEY**

Q: Is the new billing test program mandatory?

A: No, this is an optional test program created to save your Lodge significant money and time. It also modernizes your Lodge billing system by offering many payment options to your Membership without adding fees.

Q: What is the cost per renewal?

A: The cost is only \$.32 per renewal invoice. This includes postage, paper, envelopes, a return envelope (not postage paid), ink, and credit card fees. This includes taking away all your time-consuming labor of stuffing the envelopes, stamping the envelopes and bringing to the Post Office. Everything is included in the .32 cent rate. This rate could increase in the future based on USPS rate increases.

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SAVE MONEY**

Q: What is my expected savings?

A: Lodges typically spends from \$.77 to \$1.00 per renewal for postage, paper, envelopes, ink and credit card fee's. The Lodge will save anywhere from 42% up to 68%.

Q: What is my expected savings on time and labor?

A: Lodge Secretaries spend more than 100 hours per year preparing Member renewal invoices. Now they simply click a button! This will reduce the labor and time by 100. Lodge Secretaries can spend their time on other important tasks while saving their Lodges money.

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Q. Does my lodge pay the .32 postage fee to Grand Lodge upfront?

A. Yes. Payment for the postage must be paid prior to the mailing. This is no different than paying for your postage stamps in advance but for .18 less for postage through this new program.

Q. Explain how my Lodge pays for the mailing. We want to take advantage of this big savings.

A. Lodges pay Grand Lodge via electronic transfer in advance of the mailing to cover their postage.

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Q. Can Members pay by credit card or electronic options like eCheck?

A. Yes, the new optional billing system accepts credit cards and electronic checks. The payment fee for the credit card use will be incurred by the Member. Your Lodge does not pay for any credit card fees.

Q. How does my Lodge receive the payment and information from Members that pay by credit card or eCheck?

A. When you complete the information form from OSG (our billing company), there will be a place to provide a copy of a "VOIDED BANK CHECK". That must be completed for OSG to deposit credit card payments into your bank account.

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Q. Does the invoice have optional Committee donation boxes?

A. Yes, there are optional donation boxes like ENF.

Q. For Members who pay by check will payment come back to the Lodge as always?

A. Yes, there are no changes, your Lodge receives the payment via postal mail as always.

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Q. Why the August timing to launch the program?

A. The timing was to allow the Lodges to test the new billing program through a smaller and harder to collect sample. Also the Grand Lodge Advisory Board votes on allowing new programs in February and July when they meet. So the approval windows dictate the timing on programs. If we have enough Lodges taking advantage of the new billing system, we will start the new Fraternal year billing in January or February for 2021 invoices. I can't understand why a Lodge would not take advantage of this program. The time and money savings are huge. It accepts all payment methods. Great for our Members to have payment options! It will save over a million in postage if most Lodges use it. Great news in these difficult financial times!

Q. Does this program require changes to our By-Law changes?

A. No, it doesn't require By-Law changes. Members can still pay by check or pay at the Lodge.

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Q. Are the invoices mailed out First Class Mail?

A. No, they are mailed at Non Profit Mailing rates.

Q. What about the Members we don't send out because the dues are waived?

A. You would need to waive them before the mailing.

Q. Will the billing company be asking for updated addresses and phone numbers?

A. Yes, they ask for updated email addresses and phone numbers on the bottom of dues statements.

Q. How will you handle those returned for incorrect address?

A. Undeliverable pieces will be destroyed by the USPS.

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**\$SAVE TIME
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**Q. Who posts payment on CLMS AND sends each Lodges
Membership cards?**

A. The Lodge Secretary handles these tasks as before.

Q. Are the Members incurring the credit card fees for paying by credit card?

**A. Yes, it will that be shown on their invoice so that they will be aware.
Convenience fee of 3.50%**

Q. Will there be delinquency letters included in the mailings?

**A. No, We would not add letters because it would increase our .32 rate.
However, each invoice has a large message box which I will be using to boost
collections through a crafted appeal.**

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Q. According to the USPS, bulk mail does not get forwarded. Members who winter in Florida and elsewhere would be a concern.

A. Correct, these notices will be sent out at nonprofit rates, so any undeliverable pieces will be destroyed by the USPS. We will have Maitrek enabled so you can track the deliverability of the piece, but the physical piece will be destroyed by USPS if not deliverable. Might be best for local lodges to handle those as we would need a separate permit to mail those.

Q. How are we notified as to who paid and how long will that take?

A. We will be providing reports daily to the Lodge Secretary for those Members that make a payment. If a Member of a Lodge makes a payment today, the Lodge will know tomorrow.

Q. Will there be a place for Members to provide updated email addresses and phone numbers on the bottom of dues statements.

A. Yes, that info will be on the printed notice. We also added some language to the site to contact the Lodge with any updates to their account.



Elks Lodge #782
201 Howard Blvd.
Mt. Arlington, NJ 07856

Remittance Section

Statement Date August 01, 2020
BPOE Lodge Number 782
Member Number 12345
Total Amount Enclosed \$ _____



ADDRESS SERVICE REQUESTED

4634000003 <B34>
[Barcode]

JOE CUSTOMER
123 MAIN STREET
ANYTOWN, USA 12345-6789

Please make payable to:

ELKS LODGE #782
201 HOWARD BLVD.
MT. ARLINGTON, NJ 07856
[Barcode]

DUES RENEWAL NOTICE

000123456789000000000000000000

Please detach and return above portion with your payment.

Renewal Notice

Statement Date August 01, 2020
BPOE Lodge Number 782
Member Number 12345

Summary of Charges

Description	Amount
Regular - Current Dues 12 Mos	\$57.00
Current per capita dues and assessments for Grand Lodge and State Association in accordance with the Constitution	\$19.00
State Assessment Fee	\$2.00

All amounts in U.S. Dollars Total: \$78.00

"All transactions will be itemized"

Elks National Foundation	\$10.00	<input type="checkbox"/> Enclosed	\$ _____
State Major Project	\$10.00	<input type="checkbox"/> Enclosed	\$ _____
Veterans Committe	\$10.00	<input type="checkbox"/> Enclosed	\$ _____
Youth Activities Committe	\$10.00	<input type="checkbox"/> Enclosed	\$ _____
Other Lodge Project	\$10.00	<input type="checkbox"/> Enclosed	\$ _____

Total \$ _____

Featured Benefits



Your Membership Matters!

Your Membership in the Elks matters to our Veterans and our Youth. Even if you're not active as you would like, your Membership is making a difference in many lives in our community. We sincerely hope you will not allow your Membership to lapse. Please renew your membership TODAY. Pay online with your credit or debit card.

Your Membership Matters and we need you!

HOW TO RENEW:



Fast, easy and secure: Online payments are now available. Log into www.revopay.com/elks and pay with a credit or debit card.

Pay by check via postal mail: Checks must be drawn on an account that will clear through a U.S. bank and accompany the form below via postal mail.

Have you moved or changed your phone number?

Please provide your new address or telephone number and return this portion with your payment. Your records will be updated on request.

Effective Date: _____ Account Name: _____

New Address: _____ City: _____ State: _____ Zip: _____

Contact Name: _____ Phone Number: _____

Work Number: _____ Signature: _____



BILLING THE
NEW WAY

We've put together a simple registration form on Elks.org to sign up for the billing program: <https://www.elks.org/clms2Web/osg.cfm>

There's nothing to type. Simply check the box and that indicates your Lodge is going to get billed. Click the "**Submit Registration**" button. On the confirmation page, you will see the link where you upload their voided check to OSG.

OSG Print and Online Presentment and Payment Enrollment Form (Step 1 of 2)

Please submit the form below to enroll your lodge in the new Grand Lodge [optional billing renewal program](#). After submitting this form, you'll be asked to upload a voided check from your lodge checking account. Questions? If you need more information about this program, please contact me at : RickG@elks.org

Lodge Name:

Your Name:

Email Address:

By submitting this form, Lodge No. 0782 agrees to be invoiced 32 cents for postage, print, and mail services per member invoiced.

OSG Print and Online Presentment and Payment Enrollment Form (Step 2 of 2)

Thank you for enrolling! You're almost done.

Next, please **scan a voided check from your lodge checking account** and upload through the secure online form managed by our billing partner, OSG:

<https://osgbilling.sharefile.com/share/getinfo/r59e4d19524b42dcb>

Once your upload has been processed (but not before!) the renewal billing process can begin. Thank you!

Questions? If you need more information about this program, please contact:

Rick Gathen
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E-mail: RickG@elks.org