



**Temple Beth Torah
 2162 Washington Street
 Post Office Box 6527
 Holliston, MA 01746**

July 2011

Dear Temple Beth Torah Member,

Enclosed please find your Temple Beth Torah invoice for Temple Dues, Building Fund (if applicable*) and Religious School Fees for July 1, 2011 through June 30, 2012, plus outstanding amount owed from the previous fiscal year, if any.

As was explained in an earlier letter Temple Beth Torah is now offering a two tiered dues/tuition plan. If you choose the regular dues/tuition level you may pay by credit card (either in full, or automatically semi-annually, quarterly or monthly). We offer a discounted rate for those who choose to pay by check. We encourage you to use an automatic bank withdrawal plan if you choose to make monthly payments. **You will need to contact your bank to set up this plan.**

The attached invoice has the Dues and Tuition rate at the **discounted rate**. The regular rate with the option to pay by credit card is on the enclosed rate sheet. If you select the Regular Dues Rate Option we will send you a credit card authorization form and a new invoice.

Dues/tuition and payment options: Please indicate your option below and return this form to the Temple;

Circle one

1. **Regular Dues/Tuition Rate with credit card payments (if you select this option we will send you a credit card authorization form and a revised invoice).**
2. **Discounted rate to be paid: Select by checking one box.**

Temple dues and school tuition paid in full within 30 days of receipt of invoice
Two payments each for half of the annual obligation
Quarterly payments (the total amount due divided into 4 equal payments.
Monthly payments whereby each payment is a percentage of your total obligation for the year, from the start of your membership through May 2012.

You will receive a monthly invoice by email from Temple Beth Torah with the amount of payment due. Please contact the Temple if you change your email address or you do not receive the monthly invoice. Payments are due no later than the 15th of the month.

I agree to the payment plan selected above:

 Print Name Address

 Signature Date

Current email address (required): _____

If you have any questions please contact Reva Tankle at rtankle@comcast.net or (508) 429-8044.

Temple Beth Torah has a number of policies that we would like to highlight.

- You must be a member in good standing (all previous years' financial obligations met) in order to receive High Holiday Seats and to enroll your child in religious school.
- If you have a B'nai Mitzvah during this year, the policy requires that all outstanding bills (including Religious School for all members of your family) be paid in full at least one month prior to the event or be fully guaranteed with automatic bank withdrawal payments.

Temple Beth Torah is dedicated to providing a place of worship and education to all Jewish families in our community. If you are unable to meet these financial requirements, you may discuss this confidentially with Reva Tankle, our Finance Chair or submit a request for Financial Aid. **Please be aware that it is your responsibility to contact us to request Financial Aid. If you received financial aid in this past year, a new application is required. Applications are due by July 31, 2011. Please contact Reva Tankle at (508) 429-8044 or by email at rtankle@comcast.net for an application (also available on our website) or further information.**

Finally, if for any reason you are not planning to remain a member of Temple Beth Torah for the coming year, please let us know, in writing or call the Temple office at (508) 429-6268.

Thank you and feel free to contact any of us if you have any questions or concerns.

Sincerely,

Mindee Meltzer
President
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(508) 893-6071

Michael Moed
Treasurer
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(508) 544-2826

Reva Tankle
Finance Chair
rtankle@comcast.net
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- New Members may **opt** to defer the building fund during their first two years of membership or until their first child reaches the Gimel class, whichever comes first. ***The member is responsible for requesting this deferment.***