

- Annual invoices will be sent to all Members in May. This invoice will include a purchase history of all products and services purchased through the previous fiscal year, plus next fiscal year's annual Member dues. An annual increase for some products and services has been included to cover the increased rates in databases and products.
- The annual Member dues must be paid by July 31, 2010.
 - Unless otherwise instructed by a Member, Fiscal Year 2010/11 Member dues will be deducted from Members' deposit accounts on July 31, 2010. A late fee of 5% will be assessed against deposit accounts that do not have sufficient funds to cover dues on August 1, 2010.
 - Failure to pay the annual Member dues by October 1, 2010, could result in possible termination of products and services rendered.
- The annual invoice can be paid in annual, semi-annual and quarterly payments throughout the fiscal year. All payment plans must be submitted for confirmation so that Member accounts may be noted to avoid unscheduled invoices or terminations. LYRASIS will provide an email confirmation to the member when accepted and set up.
 - Payment plans:
 1. Annual – Payments must be made in full by July 31, 2010. With this preferred plan, Members are eligible to participate in the LYRASIS Discount Program. Savings from the LYRASIS Discount Program are dependent on the number of Members that choose the annual payment option. Details about the LYRASIS Discount Program will be announced no later than July 31, 2010
 2. Semi-annual – Payments must be made by July 31, 2010, and January 31, 2011.
 3. Quarterly – Payments must be made by July 31, 2010, October 31, 2010, January 31, 2011, and April 31, 2011.
- Deposit accounts will be provided for all Members.
 - If funds are unavailable for purchase, the account will draw negative. LYRASIS will invoice Members for negative balances with a 30-day payment term. A late fee of 5% will be added after 30 days.
- Open Invoice accounts will be provided for all Members.
 - Invoices posted to Open Invoice Accounts have 30-day payment terms.
 - Invoices not paid within 30 days will have a 5% late fee added to the balance due.
 - Invoices remaining unpaid after 60 days may result in termination of products and services.
- Payment may be made with credit card. A transaction fee of 2.25% will be added to each transaction. This transaction fee is charged to LYRASIS by our credit card vendor for every credit card transaction.