STREAMLINE INVOICES & PAYMENTS

Please note that Streamline Aquatics **DOES NOT USE** the Team Unify system to invoice you your dues or any other expense that arise in being part of our team.

Your Team Unify account WILL ALWAYS show a ZERO BALANCE DUE.

All Streamline Invoices will be emailed to you via our "**Offline Billing Program**." The email utilized for emailing invoices is **paysasa@segler.net**.

The email address that the invoice will be sent to is the billing email provided upon registration. Please email <u>paysasa@sbcglobal.net</u> is you want to change your billing email address.

Note the billing program only allows for the use of one email address per account.

As a "general rule" all monthly invoices will be emailed to you on or about the **27th to 29th** of each month prior to the monthly billing period. <u>If by the 29th of each month</u>, you have not yet received an invoice, simply email <u>paysasa@sbcglobal.net</u> and one will be emailed to you. Please be sure to check your SPAM folder as well just in case the invoice from <u>paysasa@segler.net</u> does not arrive in your inbox.

Payment of all invoices is due by the 10th of the month and considered late and will be subject to a \$25.00 Late Fee assessment on the 11th of the month.

All information entered on the Team Unify website will remain strictly confidential and is currently used <u>only to communicate</u> team functions, meet entry announcements and entry procedures, alerts, news, team events or other related team activities.

You may change your email address and password anytime you like, but please use the email address that you access most frequently.

This link <u>https://www.streamlineaquatics.org/stsa/ doc /206997 2 2024-</u> 25%20SASA%20Financial,%20Dues%20and%20Membership%20Policy.pdf will provide you detailed instructions on how to pay your account with Streamline Aquatics.

The <u>Program Overview Tab</u> & <u>Documents Tab</u> on the Streamline website (<u>streamlineaquatics.org</u>) has links to practice schedules, team policies and forms, and more.

We hope we have answered any questions you may have, but if not, please feel free to contact <u>paysasa@sbcglobal.net</u>.