



HVTC's Payment Policy as of 2025

Dear Members and Non-Members,

We hope you are enjoying our new electronic payment and billing system through Court Reserve. This was a big change for all of us at HVTC when we went live back in June of this year.

With system changes come new policies and rules. We want to provide a little recap as to how payments work. Crucially, **THERE ARE NO AUTOMATIC PAYMENTS IN COURT RESERVE**. You must initiate all payments manually. There are two main ways to pay for your activities:

Invoices: If you prefer to “put it on your tab” and pay once a month via an emailed Invoice, you may do so. Invoices must be paid in FULL. We do not accept partial payments. To pay your Invoice, click on “Pay” directly through your emailed Invoice or go to your Court Reserve account under Billing -> Invoices. You will always get an emailed receipt after you pay, and you will see a green **PAID** next to the Invoice #.

Transactions: If you prefer to “pay-as-you-go,” you can pay for individual transactions on your account each day. Again you will be emailed a receipt and you can check the Unpaid and Paid tabs under Transactions to confirm.

You may still come up to the desk to pay or if you could use a little assistance, but we highly recommend you try payments online with Court Reserve!

To provide the best service to our loyal members and club-goers, we decided not to pass on credit card service fees. We also no longer assess finance fees for late payments. These decisions have been made to benefit all of our members and guests, with the expectation that payments will be made on time and in full. As always, HVTC reserves the right to suspend or close accounts that become significantly past due.

As a reminder, you must manually initiate a payment for either a Transaction or an Invoice.

Thank you for being a part of HVTC as we continue on into this exciting new future.

- HVTC Management