

# 2019-2020 Mount Lebanon Marching Band Annual Fee Form Due Date: September 1st

## **Annual Fee:**

The Mount Lebanon Marching Band 2019-20 Annual Fee per student in the amount of \$100 must be paid by September 1, 2019. This fee helps cover *some* of the marching band program expenses and operational costs of Mount Lebanon Band Builders (MLBB); examples include pool party, snacks and water for the games, band banquet, new member social, senior recognition, insurance, website, the Charms system, etc.). This fee also includes your student's Show Shirt. Following payment of the Annual Fee, all parents/guardians of a student will automatically become members of MLBB. ***You must be a current member of MLBB to chaperone any event, to take advantage of our student credit accounts, and to receive access to the directory.***

A Fixed Payment in the amount of \$100 has been billed to each student's Charms account.

We are offering 3 payment options for this Fixed Payment:

1. **Check payable to MLBB** – Send to MLBB – P.O. Box 10476 - Pittsburgh, PA 15234
2. **Credit Card payments** – (this payment method is available starting July 15th)
  - a. Login to Charms account. Select the Finances Folder.
  - b. Under the Fixed Payment Detail, click on the toggle next to AffiniPay in "Paid by" column to select the item for payment.
  - c. Then click the blue box titled "Pay Fixed Payments" at top of Fixed Payment Detail.
  - d. On the next screen, enter your credit card information as requested. *Please note: families will be required to pay the credit card processing fees as a required donation for this option (3% of the total charge)*
3. **Student Credit** – (this payment method is available starting July 15th)
  - a. Login to Charms account. Select the Finances Folder.
  - b. Click on tab at top of page loaded for "Transfer Request."
  - c. Click on toggle switch for "Annual Fee and Show Shirt."
  - d. Click on "Send Request." This will generate an email to MLBB Treasurer. You will not immediately see the transfer of funds in Charms—the funds will be transferred over the next few days by the MLBB Treasurer/Director of Administration. Thank you for your patience.

(If you are unable to pay, please complete the "Membership Scholarship Request" form. You can find it at [www.leboband.com](http://www.leboband.com) under Forms)

Student Name (s) \_\_\_\_\_

Parent 1 Name \_\_\_\_\_

Parent 2 Name \_\_\_\_\_

If you would like to make an additional, tax deductible, donation towards the band program at this time, we would very much appreciate it!

I would like to include an additional donation of \$ \_\_\_\_\_. Note: If making a donation via credit card, please contact the MLBB Treasurer at [lebobandtreasurer@gmail.com](mailto:lebobandtreasurer@gmail.com) for a separate secure link for payment of the donation.