

Every month, you will receive an invoice from the Dining Society informing you of the meal plan fees you must pay. You may also receive additional invoices if, for example, you sign up for lunches. These may all be paid at once before the 1st of the month, subject to an escalating late fee (\$25, \$25, \$50, \$75).

There are two main options paying your meal plan fees: dropping payment off in the drop-box in the dining hall, or through a monthly pre-authorized debit.

Pre-authorized debit option (preferred):

Complete the pre-authorized debit (PAD) form and submit it to GCDS bookkeeper via the Green College office. Each month, the meal plan will be debited from your bank account, less any reductions through the Membership Fee Reduction and/or discounted months. Easy!

Cheque or Money Order in the drop-box:

- Make cheques payable to the "Green College Dining Society".
- Please include the invoice number on the memo line or back of the cheque. Note that the cheque doesn't have to come from your account, so long as the memo line clearly says whose meal plan it is paying for. You could have a friend pay for you, for example.
- Drop **cheque or money order into the drop-box in the Great Hall, Graham House**. The drop-box is located near the cutlery.
- Post-dated cheques are accepted.
- **DO NOT PUT CASH in the drop-box**. Cash is not accepted.

Questions? If you have any questions about your invoice, please contact the GCDS bookkeeper at bookkeeper@gcdining.ca. Please note that they are only in the office once a week, so if your question is time-sensitive please speak with a serving executive of the GCDS.

FAQ

Can I pay with my credit card?

Not at this time.

Can I pay with cash?

No. Cash is too risky, both for residents and for the GCDS, as it's not traceable. Cash can be miscounted by both parties, with no clear traceable link to the source. In addition to transaction risks, there are physical risks we wanted to avoid. The drop-box can be broken and stolen and holding cash presents a greater risk of break-ins for the kitchen.