

How would you like to make sure your board fees are collected in full, and on time every month?

The Barn Works *AutoBoard Service* helps barn owners and managers make life easier for their clients as well as themselves. Offer boarders the ability to pay board with Visa, MasterCard or American Express and make tracking down monthly payments disappear from your "To Do" list.

Here's how it works:

1. Your clients go to a password-protected, **secure** web page that The Barn Works sets up for your business.
2. They enter their credit card information and submit their payment for the current month. The Barn Works will even send reminder emails to make sure your clients remember to submit their payment. Your clients can do this each month, **or**
3. They have the option of entering their payment information once and enrolling in the automatic billing program where the board fee is automatically charged to their credit card each month.
4. If you don't currently accept credit cards, that's okay. The Barn Works will process all payments for you, then **mail you a check for the entire amount** collected that month, less our service fee.
5. If you **do** accept credit cards, all the fees will be directly deposited into the bank account you've set up with your credit card merchant company.

It's easy, it's safe, and can save you the headache of having to track down board fees yourself.

The best part about this program is that it relieves the barn manager from the time-consuming task of collecting and *processing* numerous board checks each month. For a small percentage of your total board, The Barn Works can really streamline your entire billing process, saving you valuable time and money.

\$ The cost of this service is 3.95% of your monthly collected revenue. **Note:** more than 2/3 of this fee goes to the credit card processing company, the remainder is the actual payment to The Barn Works for the service. See FEES below for more information.

Frequently Asked Questions

How do I get set up?

The Barn Works will send you an enrollment form. When we receive your completed enrollment form, we will build your online payment Web page and show it to you for approval.

You can then announce the service to your clients and invite them to enroll using their Visa, MasterCard or American Express. The Barn Works will notify you via email when each of your clients enrolls in the program.

You can select a specific day of the month for the charges to go through...the 1st, the 5th, the 30th, etc. Your clients need to sign up (using the online payment page) at least one day prior to the day you've selected for charges to through.

Must all my boarders sign up for this service or just those who want to?

This is something YOU decide. The Barn Works is happy to set up the payment program for all of your boarders or just those that wish to participate. We will simply send you a check for the amount we collect on your behalf. It is up to you to collect board from clients who do not participate in the program.

Can my clients cancel at any time?

Yes, we only ask that you, the Barn Manager, communicate official cancellations to us.

If other expenses are incurred during the month (worming, wrapping, exercising, etc.) can I add that to my client's credit card, too?

Sure. As long as you send us an itemized list of the extra charges, we will add them to that client's account for the month indicated. You log into a secure form on our website where you may enter specific services for each of your clients. Our database records all of those services and the system charges the client's credit card accordingly.

It is also okay to charge only board fees via credit card and invoice your clients for the extras on your own. The choice is yours.

What if I want to cancel the service?

There is a 3-month initial trial period where you can cancel the service at any time for any reason. After the trial period, we require 30 days advance notice. Less than 30 days incurs a \$175 service charge.

Fees

Basic Service

Includes ▶ Month by month or automatic monthly billing of board fees only.

Fee ▶ 3.95% of total revenue collected each month.

Example ▶ Board is \$600 per month. You have 10 clients enrolled in the program. That's \$6000 in board revenue each month. Five percent of that total (\$237) is The Barn Works service fee.

Enhanced Service

Includes ▶ Board fees and any extra charges such as worming, exercising, training rides, etc.

Fee ▶ 5% of total revenue collected each month.

Example ▶ Total board revenue comes to \$6000, plus another \$100 revenue from worming fees. That's \$6100 in total revenue for the month. Five percent of that total (\$305) is The Barn Works service fee.