

**Eaton Rapids Band Boosters**  
**Family Band Account Guidelines**

*Adopted November 2, 2009*

*The following information is intended to communicate information on Family Band Accounts to band families and provide a basis of understanding on the use and intent of these accounts.*

*Any questions, requests or circumstances which do not fall within these guidelines should be directed to the Band Booster President for resolution.*

***Opening a Family Band Account***

Each band family automatically has a Family Band Account established when their first band student is enrolled in a band class. The account remains open until there are no family students enrolled in a band class and there are no future band students (i.e. pre-5<sup>th</sup> graders) in the family.

***Family Band Account “Deposits”***

The most common method for families to earn money in their Family Band Account is through fundraiser participation. Each year, Band Boosters provides several opportunities for band students and their families to earn money through fundraisers where a pre-designated amount of the profits is applied to the Family Band Account. Participation in any fundraising is always optional, but encouraged.

Payments received for such things as uniforms, marching band expenses and other individual band student expenses are deposited into the student’s Family Band Account as a record of the received payment.

***Family Band Account “Withdrawals”***

Band related-expenses for which the band family is responsible may be taken as a withdrawal from the Family Band Account provided there is a sufficient balance to cover the expense. Uniform and concert attire purchases, high school marching band fees, solo and ensemble event fees and band trip payments are the most common uses of Family Band Account funds.

Families may request reimbursement from their Family Band Account for instrument supplies, repairs and upkeep by providing a paid receipt to the Band Booster Treasurer.

It is the band family's responsibility to assure there is an adequate balance to cover normal band-related expenses. Families are strongly encouraged to speak to a Band Booster Officer immediately if band-related expenses may be a financial detriment to your band student’s participation.

***Family Account Statements and Balances***

Contact the Band Booster Treasurer to request a statement and/or current balance of Family Band Account at any time.

### ***Closing a Family Band Account***

A Family Band Account is automatically closed when there are no students enrolled in a band class and there are no future band students (i.e. pre-5<sup>th</sup> graders) in the family.

Any remaining balance is not refundable.

The family may notify the Treasurer within three months after their account is closed if they wish to have the balance directed to a specific purpose. The band family can request the balance be:

- a. anonymously transferred to the Family Band Account of another currently enrolled band student,
- b. used for a specific band-related purpose or project, or
- c. used for a band-related purpose or project as determined by Band Boosters.

Any balance in a closed account will be transferred to a band-related purpose or project as determined by Band Boosters if a request has not been received from the band family within three months of the account being closed.