

NEW UNLICENSED ASSISTANT (ULA) / OFFICE ADMINISTRATOR (OADM) MEMBERSHIP FEE SCHEDULE
– EFFECTIVE JANUARY 1, 2025

CARA START UP FEES:

CARA APPLICATION FEE: \$30.00
GST: \$ 1.50
TOTAL START UP FEES: \$ 31.50

ULA / OADM MEMBER QUARTERLY CARA DUES:

TECH FEES: \$36.00 X 3 = \$108.00 (Pillar 9/Matrix/MMSi)
GST: \$ 5.40
TOTAL QUARTERLY CARA FEES: \$113.40 Billed out Jan/Apr/Jul/Oct

ACKNOWLEDGEMENT OF CARA APPLICATION FEES AND QUARTERLY DUES: initial: _____

SUPRA e-KEY ANNUAL FEE: \$325.00 + GST INVOICED QUARTERLY DEPENDING ON JOIN DATE
Annual billing done in January each year thereafter.

ACKNOWLEDGEMENT OF SUPRA e-KEY ANNUAL FEES: initial: _____

***** only if applicable *****

CARA STAFF DIRECTORY:

Alan Melbourne, Executive Officer
Erin Andersen, Executive Assistant/Membership
Francisco Fonseca - Accounting
Catherine Virtucio, SUPRA
Connor Lee, MLS / Pillar 9
Morgan Lee, Communications/Events

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