

Easy Money Accounts—*Terms of Agreement for Faculty/Staff*

Faculty/staff Easy Money account is an optional, taxable at the point of sale, debit account at The College at Brockport that is intended for personal use by faculty or staff employed at the College. Brockport Auxiliary Service Corporation (BASC) manages faculty/staff Easy Money accounts. Other offers from the Brockport Auxiliary Service Corporation may supersede this offer. It is accessed through the Eagle One card, the official identification card for The College at Brockport. Easy Money can be used at many locations on and around campus. Locations accepting Easy Money are subject to change and without notice to faculty/staff. See www.basc1.org for a complete listing of current locations.

Any use of faculty/staff Easy Money at any participating location means you have accepted the terms and conditions listed below.

Faculty/staff Easy Money account is activated when a payment is received and the faculty/staff employee has an active Eagle One card. There is no charge to open an account.

Faculty/staff Easy Money accounts will remain active until a written refund request is submitted to the BASC Business Office. A faculty/staff Easy Money account will automatically be closed when an employee is no longer employed by the College.

Faculty/staff can receive information concerning faculty/staff Easy Money accounts by contacting the BASC Business Office at (585) 395-2570 or via the BASC Web site at www.basc1.org.

It is the responsibility of the faculty/staff Easy Money account card owner to notify the BASC Business Office in the event that the Eagle One card is lost. A temporary ID card is available for a four-day period while you look for a lost card. A lost or damaged card may be replaced for \$25. Regular office hours for the BASC Business Office are Monday - Friday from 8 am - 5 pm, and during breaks and summer, Monday - Friday 8 am - 4 pm. After business hours, a lost card should be reported to any open dining facility or deactivated by accessing your account online at www.basc1.org.

To minimize potential loss due to a lost active Eagle One card, unattended locations/applications such as vending machines will carry a \$15 daily spending limit.

Additional Easy Money may be purchased at any time via cash, check, or credit card at the BASC Business Office, by phone (585-395-2570) with credit card, or through www.basc1.org with credit card.

Information regarding faculty/staff Easy Money accounts or transactions may be disclosed to third parties when necessary to complete transactions, when the condition or existence of an account must be verified, to comply with a government agency or court orders, or with the faculty/staff's written permission.

A monthly transaction statement will be given to the faculty/staff member upon request. The faculty/staff card holder agrees to review this statement

promptly upon receipt, and inform the BASC Business Office of any discrepancies immediately. The error will be investigated, and the faculty/staff member will be notified of the determination within twenty business days. If the BASC Business Office is not informed within sixty days after the statement was given to the faculty/staff, the faculty/staff shall assume liability for the erroneous charges. This monthly transaction statement can also be obtained through our Web site at www.basc1.org.

Faculty/staff Easy Money account owners pay retail prices at all BASC facilities and a discounted price of \$5.75 (includes tax) for an 'all-you-care-to-eat' meal at either dining halls - Brockway or Harrison. Faculty/staff can use their Easy Money account to pay for guests to eat at Harrison and Brockway Dining Halls at the regular retail meal price. Retail prices and 'all-you-care-to-eat' retail prices are subject to change. Hours of operation are subject to change for all facilities accepting faculty/staff Easy Money accounts. Menus and hours of operation for all dining facilities can be found at www.basc1.org. Harrison and Brockway Dining Halls may be restricted to specific groups and meal times.

No food should be removed from either Brockway or Harrison Dining Halls. China, glasses, silverware or other dining services property must remain in the facility.

Information on the above accounts can only be discussed with the individual who holds the account.

See *Your Right to Know & Academic Policies Handbook for The College at Brockport.*

All information located on this form is also available on our Web site at www.basc1.org