

Quarterly invoices are credited based on when the walker submits his OSB walk completion (Date#1). However, there is another date (Date#2) that is the date entered by the walker indicating the date he/she did the walk. Date#2 is displayed on the downloadable OSB sign-in sheets.

Often Date#1 is not equal to #Date2.

And sometimes Date#1 is after a quarter boundary, but Date#2 has been entered so as to be before the end of Quarter. This can be confusing to clubs who are comparing the info on the OSB sign-in sheets that use Date#2 to the OSB credits applied to their Quarterly Invoices based on Date#1.

Things get even more complicated at the end of the year or when a SE ends and there is a similar split between these 2 Dates.

I referred to these cases as "Orphans", where Date#1 is before a year-end (or a SE end), Date#2 after a year-end (or a SE-end).

Here are all the Classes of OSB Orphans and the action taken.

4th Class Orphan:

YRE and YRE Renewed.

Action -> OSB credit automatically appears on next year's Q1 YRE invoice for the same YRE (Same Y#).

3rd Class Orphan:

YRE: YRE Not Renewed, Club has another OSB event in year's Q1 OR

SE: SE not active in Date#1 quarter and the club has another OSB event in the quarter that Date#1 appears in.

Action-> OSB credit automatically appears on another OSB event sponsored by the club.
Manual email is sent to club POC when this occurs

2nd Class Orphan;

YRE/SE: club has no OSB event in the quarter that Date#1 appears in.

Action-> Manually arrange for OSB credit in the first following Quarter where club has an OSB event to credit.

Manual email is sent to club POC when this occurs when the credit is applied.

1st Class Orphan:

YRE/SE, club has no future OSB events for the year that Date#1 appears in.

Action-> Manually Arrange for OSB credit to next invoice as a separate line item with AVA Finance department.

Manual email is sent to club POC.

(I have yet to deal with a 1st Class Orphan.)