

Financial Obligation Policy



1. REGISTRATION

- 1.1 The Registration Fee payment can be paid fully or in partial payments.
- 1.2 Full payments and first monthly payments are due the 1st week of the season. All other monthly payments will be automatically debited (PAD) from account provided by the member.
- 1.3 Each Member is expected to pay club fees at the beginning of the season as well as any fundraising obligations as set forth by the executive committee (which may include pre-paying for these activities). Failure to do so may result in a swimmer's registration being removed or any other consequence that the executive deems appropriate.

2. MEET FEES

- 2.1 Members are required to pay Meet Fees for swimmers.
- 2.2 Members will have to declare if their swimmer is not attending a swim meet. If a member does not decline before the scratch deadline, the member will be responsible for the meet fees even if they are not able to attend the swim meet. This is so there is no financial penalty to the club.

3. FUNDRAISING COMMITMENTS

- 3.1 Competitive members are required to fulfill all Fundraising Commitments.
- 3.2 Mandatory fundraising commitments are 2 per year as well as extra fundraising commitment fee. There is a fundraising schedule for the year which members can participate in to fulfill the extra fundraising commitment fee.
- 3.3 If the Fundraising Commitment is not raised by the end of the swim season, the member is obligated to pay the amount remaining at the end of the season.
 - 3.3.1 For Senior Group, the fundraising commitment amount is \$625. For Junior Group, the fundraising commitment is \$550. For Tsunami to Sea Wave Groups, the fundraising commitment amount is determined by taking 20% plus \$50 of their registration fees.
 - 3.3.2 Senior Group and Junior Group will get \$100 credit to their Extra Fundraising Commitment if they get one corporate sponsor per our Sponsor Wall fundraising package. If Senior & Junior Member gets two or more sponsors, 50 % of dollar amount of the second sponsorship will be credited towards meet fees for the current season.
 - 3.3.3 If any other member of the club (non-competitive or competitive) gets a corporate sponsor, 50% of the dollar amount of the sponsorship will be credited towards meet fees for the current season.

Financial Obligation Policy



- 3.3.4 All groups will get a \$50 credit toward their fundraising commitment for donating an item (with a \$50 value or more) to the Silent Auction.
- 3.3.5 To meet financial obligations, the executive of the Medicine Hat Waves Swim Club will review the fee structure, including refund amounts of the club annually.

4. PARTIAL PAYMENT

- 4.1 If the full Registration Fee is not financially attainable in one lump sum payment, the payer may opt to pay monthly by Pre-authorized Debit.
- 4.2 First monthly payment, will need to be made by cheque or cash. Pre-authorized Debits will be on the 15th of each month starting in October until the end of the season. This date will vary depending on the group the swimmer in.

5. NON-PAYMENT

- 5.1 If payment has not been received by the end of the first week of practice, the swimmer is not welcome to join practices until payment has been received.
- 5.2 If monthly payments come back NSF, a written notice will be given and have 30 days to balance account. If still delinquent after 60 days, the swimmer is not welcome to join practice or swim meets until account is cleared.

6. LATE REGISTRATION

- 6.1 Members registering late will be required to pay a pro-rated Registration Fee and participate in any fundraising activities that remain in the season. Should they register after fundraising activities, they will be exempt from those activities.

7. WITHDRAWAL POLICY

- 7.1 If a member wishes to withdraw from Medicine Hat Waves Swim Club, written notice must be send to Head Coach and President of Medicine Hat Waves Swim Club, the reason for withdrawal must be included in the email. No other form of notification will be accepted.
- 7.2 In all cases, the effective date of written notice will be the last day of the month in which the written notice was received.
- 7.3 IF the notice of withdrawal is received within 2 weeks of commencement of swimming the only fees that are payable are in the Swim AB Insurance and a \$200 administrative fee. All other payments to Medicine Hat Waves Swim Club will be refunded.

Financial Obligation Policy



- 7.4 The final day for notice of withdrawal will be December 31st of the swim season. No refunds will be granted for withdrawal after December 31st. In the event that a swimmer withdraws after December 31st, any outstanding fees for the swim season will be due and payable.
- 7.5 If intent to withdrawal is received by December 31st, 50% of annual fees are eligible for refund. Swim AB Insurance is non-refundable. Extra Fundraising Commitments will be prorated, if there is amount owing that will be due and payable. If fees are paid in full we will deduct prior to the eligible refund being calculated. If fees are being paid monthly, you have until Jan 10th to pay remaining fees owing, or payments will be taken from your bank account, according to your PAD Agreement until all fees are paid.
- 7.6 All outstanding invoices (Bingo/Casino Commitments, Meet Fees, Etc.) to Medicine Hat Waves Swim Club will be deducted or added prior to any applicable refund being processed.
- 7.7 Refunds, if applicable, will be returned a maximum of 30 days after the nearest Board Meeting from the date of written notice was received.
- 7.8 If Member is transferring to another club, Medicine Hat Waves Swim Club will not transfer registration until the Member's account with Medicine Hat Waves Swim Club had been settled.

8. INJURY RELATED INJURY

- 8.1 If a member is unable to participate in regular practice or competition due to injury or illness, please discuss directly with your coach to determine if accommodations can be made to allow for your swimmer to remain actively engaged with their teammates and perform some level of training.
- 8.2 Medicine Hat Waves Swim Club will not prorate annual fees based on periods of time your swimmer is unable to participate.
- 8.3 If a member is injured and cannot swim we will require a doctor's note, once the member is ok to return swimming the club will require a doctor's note to be allowed to rejoin the pool. The club will not be responsible for the cost of the note from the doctor.
- 8.4 After 30 days of being absent, a refund will be prorated ONLY for a swimmer who has suffered an injury preventing their return to the season. A doctor's note will be required stating not able to continue for the season. A prorated refund for injury or illness may be considered prior to or after December 31st deadline reference in the Withdrawal Policy.

Financial Obligation Policy



9. MOVING AWAY

- 9.1 If a member is moving away from the area, written notice of withdrawal must be submitted as described in the Withdrawal Policy.
- 9.2 A refund will be calculated for a prorated amount of annual swim fees effective 30 days after written notice of withdrawal is received.
- 9.3 Swim AB Insurance Fees are not eligible for refund.
- 9.4 Extra Fundraising Commitments will be prorated and will be deducted or added prior to any applicable refund or payment being processed.
- 9.5 Bingo /Casino Commitments will be prorated and \$100 will be deducted or added prior to any applicable refund or payment being processed.

Voted by Board of Directors at AGM June 4, 2020

Revised by Board of Directors at AGM June 22, 2023

Revised by Board of Directors at AGM June 20, 2024