

	<h2 style="text-align: center;">Policies and Procedures</h2>	
Subject: Fines and Penalties	Document Number: 104 Version Number: 01	Effective Date: April 6, 2019 Last Revision: April 6, 2019

1. FALSE REGISTRATION (Swimmer) – A club or individual submitting a signed form (meet or other) which falsely claims a swimmer is registered may be fined.
 - 1.1. The fine schedule is as follows:
 - 1.1.1. \$50.00 fine per swimmer per meet for the first offense of the calendar year.
 - 1.1.2. \$100.00 fine per swimmer per meet for the second offense of the calendar year.
 - 1.1.3. For the third or subsequent offense of the calendar year, the Board of Directors shall determine the penalty.

2. FALSE REGISTRATION (Coach) A club or individual submitting a signed form (meet or other) which falsely claims a coach is registered may be fined.
 - 2.1. The club or unattached coach shall be fined as follows:
 - 2.1.1. \$100.00 per coach per meet for the first offense of the calendar year.
 - 2.1.2. \$150.00 fine per coach per meet for the second offense of the calendar year.
 - 2.1.3. For the third or subsequent offense of the calendar year, the Board of Directors shall determine the penalty.

3. Failure of the meet host to exercise due diligence regarding registration of entrants, including those who deck enter into their meet shall result in penalties to the meet host as stated above.

4. FAILURE TO PAY FEES - Members (individuals and/or group) who are delinquent in payment of money owed to OKS shall be notified by mail (or e-mail) of the amount owed.
 - 4.1. Members shall be given a due date to pay the amount with no penalty.
 - 4.2. Failure to pay monies owed to OKS or to protest the amount by the deadline shall result in the member's loss of membership in good standing.
 - 4.2.1. As such, any or all privileges of membership may be suspended at the discretion of the Board or its designee until such time as membership in good standing is restored.

4.2.2. To restore membership in good standing, the member shall pay the amount owed and a reinstatement fee to OKS:

4.2.2.1. Reinstatement fees for group members shall be \$50.00 or 10% of the amount owed, whichever is greater.

4.2.2.2. Reinstatement fees for individual members shall be \$15.00 or 10% of the amount owed, whichever is greater.

Change Log					
Version	Date	Description of Change / Sections	Author or Editor	Authority	Control Number
01	04-06-19	Restructure of P&P / whole document Changed to BOD from Administrative Review Board / 1.1.3 & 2.1.3 Edit for clarification / 4.1	D. Mink	BOD	OKS-0002