



Westside Aquaducks Payment Policies Form

Family's Last Name: _____

Policy

It is the policy of the Westside Aquaducks (Aquaducks, Inc.) Swim Team that members receive courtesy billing previews via e-mail around the twentieth (20th) of each month. Beginning September 1, 2012 members agree to remit payments via automatic bank payment or credit card payment.

Dues

Monthly dues shall be established and may be changed by a majority vote of the Board of Directors when deemed necessary. Rates may vary among competitive Swim Groups as established by the Head Coach and approved by the Board. The rate may vary for second and subsequent swimmers within member families when families have two (2) or more swimmers actively participating on the Swim Team.

Payment

Each member family will receive a monthly statement bill via e-mail as a courtesy reminder. If for any reason payment in full is not received by the tenth (10th), a late fee of \$15.00 USD will be added to the balance. Delinquent accounts will continue to accrue \$15.00 USD late fees each month the account remains delinquent. *When an account is sixty (60) days delinquent and there has been failure to resolve all outstanding dues and fees, Westside Aquaducks (Aquaducks, Inc.) may bar the delinquent member's swimmer(s) from team practices and meets until the outstanding balance has been paid in full.* If an account becomes more than 90 days delinquent, the swimmer(s) will be terminated from the team. Bank charges will result in a \$25.00 USD penalty.

Reinstatement

Reinstatement will be considered only when all outstanding dues and fees have been paid and a written request from the terminated member has been reduced by the Board. The Board will notify the member in writing as to the decision concerning reinstatement.

Move-Up Policy

Move-ups usually occur toward the end of a given month and take effect on the first swim day of the following month. However, move-up notifications may occur at any time. A member's monthly billing notice might not reflect a recent change in swimmer status and fee structure, due to the timing of move-up notifications. *Any move-up which results in a change of dues is payable on the first of the month at the increased rate, regardless of the amount indicated on the statement.* If an unscheduled move-up results in an insufficient payment being remitted by the tenth (10th), that payment will be accepted and no late charge assessed. Any outstanding amount will be added to the next month's bill and must be remitted within 30 days.

Inactive Status

Members of the team may be granted an 'inactive status' one time during each calendar year for up to three months. *Written notification through letter or e-mail must be given to the Treasurer or Treasurer's designee in advance of the inactivity.* If the swimmer is in the water at least one day in a given month, full payment is expected for that month. The first month of inactive status is free to the member. The second and third months of inactivity will be prorated at 25% of usual monthly dues. Dues must be paid prior to the beginning of inactive status.

I acknowledge that I have read, understood, and agreed to the above Payment Policy.

Name (Print): _____

Date: _____

Signature: _____