



Barrie Trojan Swim Club (BTSC)

Refund and Non-Payment of Fees Policy

Date Effective: Feb 20, 2001
Date Last Reviewed: Feb 2018
Date Last Revised: Mar 16, 2019

SCOPE:

This policy and procedure applies to members and parents or legal guardians of the Barrie Trojan Swim Club.

POLICY STATEMENT:

The BTSC has a firm policy of no refunds and requires that payment for Club membership, according to the fee schedule, is non-refundable.

Each year there are a small number of members who find it necessary to resign due to illness, conflicting commitments, and/or desires. In the easiest of terms, it would be the preference of all parties to provide a refund for the unfinished portion of the swim season however, this is not possible.

BTSC costs for the season are fixed; the Club cannot obtain a discount for one sixth of a coach or one twentieth of pool rental fees. A policy which allowed for refunds would result in the need to issue a subsequent levy to remaining club members or increase up-front registration fees to create a contingency fund. This is not a position the Club has chosen to put it's members in.

The BTSC Board of Directors occasionally receives requests to consider some cases differently and issue refunds for serious illness or misfortune. In this practice the Board and our members are tasked with the impossible role of judging the merit of one set of circumstances over another.

This is **not** a position the Board has chosen to put it's members in and the Club maintains a policy of no refunds.

The BTSC and its members are committed to providing non-financial support to our members in an attempt to support swimmer's goals and participation with the Club.

All BTSC members, parents and/or legal guardians are expected to adhere to the principles outlined in this policy.

DEFINITIONS:

Non-Payment of Fees: any outstanding fees incurred from swim member registration, fundraising dues, officiating assessments, and/or meet fees.

PROCEDURE:

1. BTSC members, parents and/or legal guardians shall be provided with a summary of the no refund policy at the point of registration.
2. BTSC members, parents, and/or legal guardians shall indicate that they have read and understood the Club's no refund policy at the point of registration.
3. The BTSC has the right to refuse participation in meets and/or training activities for the non payment of fees.
4. Members, parents and/or legal guardians shall be notified by the BTSC Operations Manager of any non-payment of fees.
5. Where non-payment of fees continues to be outstanding once notification has been provided:
 - (i) For non-payment of fees 15 days or greater, members shall not be permitted to participate in swim meets as part of the BTSC until payment is received.
 - (ii) For non-payment of fees 30 days or greater, members shall not be permitted to participate in swim meets or team training activities/practices until payment is received.