

## Cascade Swim Club

Document: Family Account Policy Document

Application: This policy applies to all the family accounts for all members.

Related: Cascade Swim Club Meet & Travel Policy

### Policy Statement:

Your family account is maintained at the office. Each month via e-mail, you will receive a statement showing your account activities. In your family account, there will be meet fees, travel costs, and anything else you have requested be charged to your account. Fundraising items cannot be charged to your family account. It will also record monies deposited to your account.

### Policy:

1. It is a Cascade Swim Club requirement that each member supply a valid credit card to have on file.
2. Family account statements are emailed out by the 20<sup>th</sup> of the current month.
3. Members have until the 30<sup>th</sup> of the current month to pay the balance.
4. If the cheque is not received by the 30<sup>th</sup> of the current month, the credit card on file will be used to clear the balance owing.
5. If cheque is received after the 30<sup>th</sup> of the current month, the cheque will be applied to the family account or returned to the member.
6. It is the member's responsibility to ensure that any cheques are at the club office by the 30<sup>th</sup> of each month. Mail sent to or delivered to the Talisman is not guaranteed to be at the club office location by the 30<sup>th</sup> of each month.
7. Accounts in arrears
  - a. All members with an account balance greater than 30 days will not be entered into competitions or other events until such a time as their accounts are brought up to date.
  - b. Accounts greater than 60 days in arrears will receive a letter requesting payment arrangements by a set date from the President & Club Manager. Payment must be made before your swimmer will be allowed to be entered into any further competitions / events.
8. Swimmers with accounts greater than 90 days in arrears will not be allowed in the pool with the program before the account is cleared.

9. Consequence

- a.** A member that doesn't follow Cascade Family Account Policy will not be a member in good standing and will be suspended from the Club.

19 June 2012  
Approved: \_\_\_\_\_