

Cascade Swim Club

Document: Family Account & Fees Procedures

Application: These procedures apply to all family accounts for all Competitive program members:

**Performance
Championships
Junior Age Group (JAG)
Olympic Way
Swim School***

Related: Cascade Swim Club Family Account & Fees Policy
Cascade Swim Club Withdrawal & Refund
Cascade Swim Club Meet & Travel Policy
Cascade Swim Club List of Competitive Programs Document
Cascade Swim Club Officiating Deposit Policy
Cascade Swim Club Volunteer Commitment & Points Program Document
Cascade Swim Club Exceptions Committee

For questions related to this document or any Cascade Swim Club policy please email: office@cascadeswimming.com

Statement

The Cascade Swim Club (CSC) has listed these procedures to set clear expectations for member families around the payment of fees for swimming, training camps and meets, as well as the eligibility for fee discounts. This document also explains the withdrawal procedures as they relate to fees paid to the club.

Procedures

1. GENERAL

The annual CSC swim fee is comprised of three (3) parts:

1. Membership Fee
2. Swimming Canada Registration Fee
3. Officiating Deposit

1.1 Membership Fee

The membership fee is charged to each CSC swimmer, in accordance to the swimmer's group placement.

Items not covered by the Membership Fee include but are not limited to:

- Individual swimmer equipment (i.e. swim suits, track suits, parkas, cap, goggles, t-shirts, fins, etc.)
- Individual swimmer meet entry fees
- The cost of travel swim meets
- The cost of training camps
- The cost of special training sessions that may be offered from time to time
- Special events, such as the annual summit awards

1.2 Swimming Canada Registration Fee

The annual swimming Canada registration fee is charged at the beginning of the swimmer's season and includes all set charges from both Swim Alberta and Swimming Canada. This fee is charged in full regardless of when the swimmer joins the program unless they are transferring from another club and have already paid this fee through their previous club.

1.3 Officiating Deposit

The CSC Officiating Deposit is charged to each family with a swimmer in any of the full competitive groups as per the CSC list of competitive programs. A family with a CSC swimmer or swimmers exclusively enrolled in the Varsity / Independent program is exempt from this fee.

Upon registration, the listed fee is applied to a family's membership account. This is a once per season fee that will be refundable at the end of May upon completion of the requirements listed in our CSC Officiating Deposit Policy.

Members have until April 01st each season to complete their Officiating Deposit refund requirements.

2. PAYMENT OF MEMBERSHIP FEE

To be eligible to swim with the CSC, the following payment must be made on or before the first day of practice, or for swimmers joining after the start of the competitive season, within 14 days of registration:

- At least 50% of the applicable membership fee
- 100% of the Swimming Canada registration fee
- 100% of the applicable officiating deposit

Payment is accepted the CSC's website at www.CascadeSwimming.com

As per the CSC Family Account & Fees Policy: Each family is required to provide the club with a valid credit card and authorization to use for billing purposes. Credit card information must be entered and saved to the Member Account.

Members will receive an invoice via email detailing membership fees installments and account charges (i.e. equipment, meet entries, travel meet fees) on approximately the 23rd day of each month. Invoiced charges are due on the 1st day of the month. Payment will be automatically charged to the credit card listed on your membership account, through our website, at exactly 12:00AM on the 1st day of the month.

The CSC complies with all Swimming Canada and Swim Alberta privacy requirements
The membership fee may be paid in eight (8) instalments as per the membership fee dues schedule published on the CSC website

3. VIEWING YOUR ACCOUNT

A family may sign in to the CSC website at any time and view their account. Any discrepancies noted should be sent to the attention of the accounting department at accounting@cascadeswimming.com. The website does allow for easy modification to the billing information and, where required, the processing of refunds directly to the credit card on file.

4. MEMBERSHIP FEE DISCOUNT FOR FULL FEES PAYMENT

Competitive program members who pay their membership fees in full at the time of registration receive a 3% discount on their membership fee payment. This discount is applied as a credit on the following month's invoice. This discount does not apply to the Swimming Canada fee or the Officiating deposit.

5. MULTI SWIMMER DISCOUNT

A multi-swimmer registration fee discount is offered to each family with more than one swimmer in the CSC.

A discount of 10% is offered on the second swimmer's registration fee and an 20% discount on the third swimmer and any subsequent swimmers.

Discounts for multi-swimmer families are applied as credits added to your account on the following month's invoice.

6. PRO RATED FEES FOR MID-SEASON REGISTRATION

In addition to beginning of the season registration, swimmers may also join the program throughout the season. At all times the Officiating Deposit and the Swimming Canada fee are paid in full. The following pro-rated membership fee schedule will apply for all competitive programs excluding the Varsity Independent program:

- 6.1 September to October 31 - 100% of FULL FEE CHARGE
- 6.2 November December 31 - 85% of FULL FEE CHARGE
- 6.3 January to February 28 - 70% of FULL FEE CHARGE
- 6.4 March to April 30 - 55% of FULL FEE CHARGE
- 6.5 May to May 31 - 30% of FULL FEE CHARGE

7. FEE ADJUSTMENT FOR SWIMMERS MOVING UP

On the recommendation of the Director of Swimming, Head Coach or respective program supervisor and with family consent a swimmer may move up to another group during the course of the competitive season. In that case, the Membership Fee will be adjusted according to the following schedule:

- 7.1 Group Move on or about January 1st: Membership Fee pro-rated 40% previous fee and 60% new fee
- 7.2 Group on or about April 1st: Membership Fee pro-rated 70% previous fee and 30% new fee