

## FINANCIAL POLICY 2020-2021

The Fort St. John Inconnu Swim Club (the Club) is a non-profit organization and the Board of Directors (the Board) operates the Club as such. With the assistance of other Board members and the Head Coach, the Treasurer prepares a budget for the upcoming swim year and presents to the Board each spring for their review and input.

The budget is finalized and approved at the Annual General Meeting in a September. Club members should be aware that they are responsible for

1. Registration fees for each of their swimmers
2. Swim BC insurance fees
3. **Two** fundraising events (if the swimmers are registered for the year); one fundraising event is held in the fall and the other is held in the spring
4. Swim Meet Entry Fees and Inconnu Splash Fee (if swimmers wish to compete)
5. Volunteer Points Commitment

Additional fundraising events are held on an *ad hoc* basis and are voluntary.

It is assumed that once a swimmer has participated in Club activities (for example; pre-season dryland) or the first day of in-water training, that the swimmer is considered registered and must be compliant with the following financial policies; unless participating in the one-week trial.

### 1. CLUB FEES

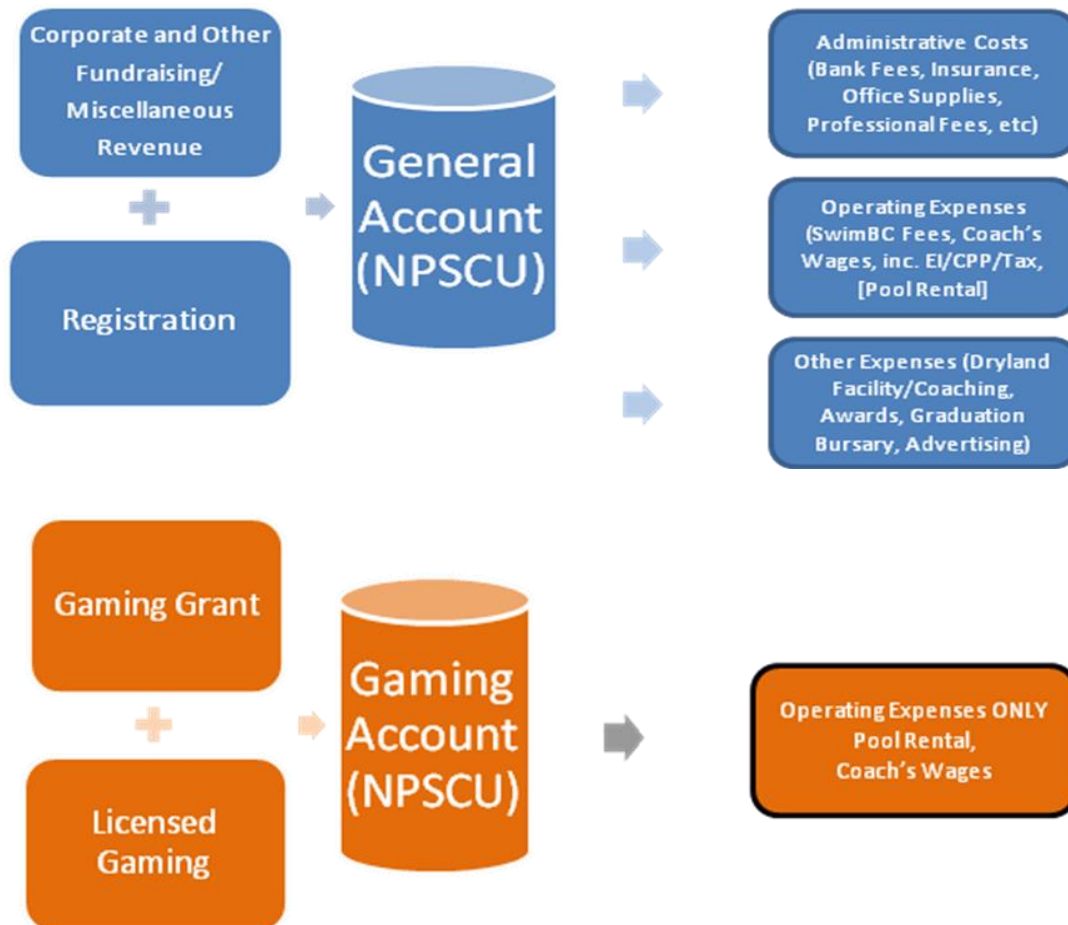
Club Fees can be found on the Inconnu web site at: [Inconnu Club Fees](#)

Club fees consist of the following items:

1. Registration Fees
2. Swim BC Insurance Fees
3. Fundraising Fees

#### 1.1. Registration Fees

Registration fees are intended to cover the delivery of the training program among other things. See below for an explanatory diagram.



### 1.2. Swim BC Insurance Fees

Swim BC insurance fees are due in September, at the time of registration, or when a swimmer moves from non-competitive to competitive. Swim BC insurance fees are valid for the season. **There are no refunds for Swim BC insurance fees.**

### 1.3. Fundraising Events

Fundraising commitments are required on a per session basis for all swimmers and will be charged on the first day of each session. Fundraising commitments are non-refundable.

### 1.4. Swim Meets (including Team Travel) & Swim Training Camps

Charges for swim meets and swim camps will consist of entry fees and a splash fee. **There are no refunds for swim meets once our Club's registration deadline has passed.** Fees will be charged on the day following the registration deadline.

Swim BC charges athletes to attend swim camps. This will be charged to the athlete's family. **No refunds will be issued once our Club's registration deadline has passed.**

The Chaperone(s) assisting with Team Travel is entitled to accommodation reimbursement and per diem (\$50 or Breakfast=\$10, Lunch=\$15, Dinner=\$25) for the travel to and from meets and for each day of a meet. Transportation will be reimbursed at cost or mileage paid at the Canada Revenue Rate.

### *1.5. Age Qualifier Training*

Age Qualifier athletes swim for the month of July after the season is officially over, to be prepared for Age Qualifying meets. The pool lane rental cost for July will be divided equally between the athletes attending and will be charged to their Team Unify accounts.

### *1.6. Multi-Swimmer Discount*

Families with more than two youth swimmers are eligible for the Swim BC discount. Please see the Swim BC website for more information. The discount will be applied as a credit to member's accounts when the club receives it from Swim BC.

### *1.7. Swimmer Group Movement*

Should a swimmer improve significantly during the season, the coaching staff may wish to move that athlete up to the next level. In that case, the Coach will notify the athlete's parent for approval. This will only occur in the first two weeks of the season, and/or in December. Once approval is given, the Coach will notify the Treasurer.

The Treasurer will inform the parent of their swimmer's movement to the new group, insurance fees, fundraising fees and expectations.

Charges will be calculated on a per month basis and charged the first of each month. Coach or Head Coach will notify the Treasurer to keep the accounts current.

#### *1.7.1. Temporary Movement or Transition*

A temporary group movement or transition is defined as the movement of a swimmer from one group to another on a trial, non-permanent basis of no more than two weeks. After two weeks, the move will be considered permanent.

During the process of a temporary group movement or transition, no additional registration or fundraising fees will be charged.

#### *1.7.2. Permanent Movement of Move Up/Down*

A permanent group movement or Move Up/Down is defined as the permanent movement of a swimmer from one group to another.

After a temporary group movement or a permanent group movement, there may be an increase in registration fees and fundraising commitment. If so, the family will be notified, and the fees will be charged accordingly at the beginning of the subsequent month and the fundraising commitment will be adjusted.

## 2. PAYMENT SCHEDULES

### 2.1. Novice/Junior A & B

Novice and Junior groups swim two sessions per year: September to December (Session 1) and January to April (Session 2). Novice and Junior groups may opt to swim in Session 1 only, Session 2 only or commit to both at the beginning of the year. ***If registered for each session individually, the fees will be charged at the beginning of the session.*** For those that commit to register for the year, fees can be paid in a lump sum.

Should a swimmer wish to discontinue swimming with the Club prior to the conclusion of the swim session, **it is your responsibility to notify [inconnuoffice@gmail.com](mailto:inconnuoffice@gmail.com) in writing.**

You will be responsible for all financial commitments accrued to the month of notification and one month's penalty<sup>1</sup>. ***No refunds will be issued after April 15 of the swim season.***

### 2.2. Intermediate/Senior/Nationals

For Intermediate/Senior/National Swimmers, registration fees are charged as a lump sum at the beginning of the season, or as equal payments over 9 months from October to June.

Should a swimmer wish to discontinue swimming with the Club prior to the conclusion of the swim season, **it is your responsibility to notify [inconnuoffice@gmail.com](mailto:inconnuoffice@gmail.com) in writing.**

You will be responsible for all financial commitments accrued to the month of notification and one month's penalty<sup>2</sup>. ***No refunds will be issued after May 15 of the swim season.***

### 2.3. Swim 4 Fit/Life

The Swim 4 Fit/Life groups are a monthly registration fee with no fundraising. However, swimmers must commit to either session 1 or session 2 or both. The Swim 4 Fit/Life program runs from October to April.

Should a swimmer wish to discontinue swimming with the Club prior to the conclusion of the swim season, **it is your responsibility to notify [inconnuoffice@gmail.com](mailto:inconnuoffice@gmail.com) in writing. No refunds will be given.**

### 2.4. One Week Trial Period

The one-week trial period is intended for swimmers wishing to try swimming with Inconnu. After the one week period, you may choose to continue swimming with the Club at which point all fees will apply. If you choose to not continue, no further charges will be incurred.

***Please refer to the club fees and financial policy sections for more information.***

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<sup>1</sup> For example, should a swimmer wish to discontinue swimming in February, the member is responsible for registration charges for February **and** March.

<sup>2</sup> For example, should a swimmer wish to discontinue swimming in February, the member is responsible for registration charges for February **and** March.

## *2.5. Suspension or Expulsion from the Club*

In the event a swimmer is suspended from the Club because of disciplinary action, all fees will continue to apply for the duration of the suspension.

In the event a swimmer is removed from the Club because of disciplinary action, all financial commitments, such as registration, fundraising commitments, dryland charges, remain in effect. Registration fees will be charged to the month of re-instatement and one month's penalty<sup>3</sup>. ***No refunds will be issued after April 15 (Novice/Junior) and May 15 (Intermediate/Senior/National) of the swim season.***

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<sup>3</sup> For example, should a swimmer wish to discontinue swimming in February, the member is responsible for registration charges for February **and** March.