



## 2018-19 MEMBERSHIP DUES/BILLING POLICY

The following Membership Dues/Billing Policy is in effect beginning September 2018:

Step one- Register on ABLYSwim.org and pay \$135. (USA Registration, T-shirts and Cap)

Step two- Fill out the payment form found on the website. This form may be scanned and emailed to Coach Lisa or you may drop it off at M.E. Lyons YMCA and ask the front desk to please put the form in Coach Lisa's mailbox. Coach Lisa will use this form to set up your account through the Y for monthly billing for swim team fees. Make sure you know what group your swimmers are in for the accounting.

Membership Dues- Please fill out the payment form and return it to Coach Lisa. Forms must be turned in by September 21, 2018. The payment form will be used to set up monthly payments for your account through the Y. Payments will be set up to start October 1 for the Fall/Winter season and May 1 for the Summer season.

Swimmers will not be allowed in the water/team activities on October 1 unless a payment form has been submitted, After September 21, there will be a \$15 administration fee that will also be collected after that date for turning in forms after the deadline. There will be a \$15 administration fee that will be collected after those dates for non-payment.

If a swimmer decides to leave the team mid month before November 1 for the Winter season or May 1 for Summer Season, they are still responsible for the monthly fee for that month.

If a swimmer decides to leave the team after January 1 for the Winter season or July 1 for the summer season, they are still responsible for team fees for the remainder of the season.

All outstanding fees if any must be paid prior to getting in the water the swimmers first day.

The Ohio Registration fee is part of your ABLY registration fee of \$135 and is due at the time of registration. The ABLY dues structure calls for monthly dues that have been put all together into one fee for the season (Sept-March 31st).

Meet Fees and Extra Misc Charges are charges not associated with the membership dues.

All accounts must be on auto pay and all payments are automatically processed on the 1st day of the month. A \$15.00 late charge will be assessed on any account with a balance due on the 20th of the month and the swimmer will be made inactive until the balance due is paid. Families are responsible for dues regardless of swimming time within a said season.



Dues will not be prorated for any reason. ATHLETE TRAVEL EXPENSES are due upon receipt. We try to provide travel expenses prior to traveling, but it is increasingly difficult to project exactly what the actual expenses incurred will be prior to departure. We can provide an approximate accounting of expenses for travel, but the final amount due will be invoiced after the travel is complete.

**MEET ENTRY FEES:** Upon your declaration to swim, the ABLY coaching staff will enter your swimmer (s) in all swim meets on your behalf. If you declare to swim a given meet, you will be responsible for all meet entry fees regardless of whether your swimmer swims or not. Team entries are submitted to the host team based on your declaration 10-30 days prior to the meet start date. Once the team check has been sent all entry fees submitted are non-refundable. For billing purposes, ABLY accepts payment by ACH (Checking Accounts) PREFERRED and VISA, MasterCard, Discover. Credit cards/ACH are charged on the first of the month for all items reflected in your account invoiced or uninvoiced. You can view your account balance 24/7 through our website. Once you have signed in, if you click on "my invoices/payments" you can view what charges have been made and the amount that will be charged to your credit card. As a courtesy, monthly invoices are email to all families around the 22nd of the month. If you have any questions regarding the billing policy or your account balance, please contact Lisa our Admin.