



Buenaventura Swim Club
P.O. Box 3934
Ventura, CA 93006
(805) 650-0400
www.buenaventuraswimclub.org



FUNDRAISING & VOLUNTEER POLICY 2019-2020 BSC SITE ONLY

FUNDRAISING OBLIGATIONS:

1. Fundraising: Each family is required to fundraise \$300 to aid in general team expenses, except families with only swimmers of the Pre-Competitive Group and the Triathlon Group. Fundraising will be prorated as of the month the swimmer joins the team (full months prorate only at \$25 per month). Any outstanding balance will be due **September 1, 2020**. Prorated fundraising balances will be due immediately, if a swimmer leaves the team mid-season.

2. Tracking Fundraising and Balance Due: As fundraising monies are earned they should be submitted to TeamAdmin@buenaventuraswimclub.org. When reporting your fundraising, please report the fundraiser and the total amounts, not the percentage to be deducted. Once we receive your fundraising via email, the approved percentage will be deducted from your account. Your balance will be available for viewing on our website via your secure log-in ID and password at any time and should be reviewed regularly for accuracy. At the end of each season, any unpaid fundraising will be applied to your account and will be charged to your credit card/ACH on file. If this payment process fails, you will need to pay the balance at registration for the new season before your swimmer(s) can participate in the program. You are responsible for submitting your fundraising figures and for checking your account on line. All inquiries and final updates must be made by August 15, 2020.

Initial _____

VOLUNTEER OBLIGATIONS:

3. Volunteer Hours: Each family (volunteer must be 13 yrs of age or older) is required to work a total of **30 volunteer** service hours per season (or prorated if you join after the beginning of the season), except families with only swimmers in Bronze (**20 volunteer hours**) or of the Pre-Competitive Group (**0 hours** unless moving up during the season, at which point it will be prorated) and the Triathlon Group (**0 hours**). Hours should be worked at any of our home meets, any Buenaventura Swim Club sponsored event or fundraiser, or timing at away meets, which is mandatory if your swimmer(s) participate(s). The remaining 8 hours must be worked in preparation of or during the four-day June Invite Meet in June of each year. **Your account will be charged \$25 per un-worked hour, for ANY hours not worked, regardless of total number of hours worked by the end of the season. Activities not specified above (meets, Buena events & fundraisers) may be recordable as volunteer hours, if discussed with and approved by the Board** Prorated volunteer balances will be due immediately if a swimmer leaves the team mid-season. You **MUST** inform the Team Administrator when departing from the club. Initial _____

4. Tracking Volunteer Hours: As volunteer hours are earned they should be submitted to TeamAdmin@buenaventuraswimclub.org. If you sign-up online for our home meets, the hours you work will automatically be posted to your account after completion of the meet. All hours worked timing at "away" meets or other board-approved team events outside of a meet, must be sent via email and will be deducted from your account. When reporting your volunteer hours, please list the date, where and how the hours were met. Your balance will be tracked and available for viewing on our website via your secure log in ID and password. At the end of each season, any unmet volunteer hours will be applied to your account at the rate of \$25 per hour and will be charged to your credit card/ACH on file. If this payment process fails, you will need to pay the balance at registration for the new season before your swimmer(s) can participate in the program. You are responsible for

submitting your volunteer hours and for checking your account on line. All inquiries and final updates must be made by August 15, 2020. Initial_____

5. **BSC Pre-Competitive Group** members do not have a fundraiser or volunteer commitment until the swimmer graduates to any other group. Upon promotion, fundraising and volunteer obligations will be prorated.

Parent/Guardian Signature for Family: _____

Print Names(s) _____ Date _____