



## VALLEJO AQUATIC CLUB

P.O. Box 5846

Vallejo, California 94591

(707) 553-SWIM

[www.vallejoaquatics.org](http://www.vallejoaquatics.org)

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### Dues, Fees & Policies Information

#### REGISTRATION

##### Pacific Swimming/USA Swim Registration:

All swimmers who compete and/or practice with VJO must register with and become a member of USA Swimming, Inc. (USA-S). This registration fee is renewable annually on the 1st of November and is not refundable upon resignation or termination of membership.

\$73 for Annual September - December 31st

\$45 for Fall - September - Jan 28th

New/Returning swimmers need Pacific Swimming Registration; VJO family membership fee and first month's dues paid before they are able to start swimming with the team.

#### ANNUAL FAMILY MEMBERSHIP FEE

The Annual Family Membership Fee is **\$75.00** and is payable at the time of registration. This fee

is due annually on September 1st. If you join after March 1st - August, the cost is \$40.00, the full amount must be paid on September 1st each year.

#### VOLUNTEER HOURS:

Each family must complete at least 10 volunteer hours per home swim meet.

All volunteer hours must be meet related to the swim meet, these items include working any job on the job list at a home meet, officiating at any USA swim meet, being a timer at away meets only. If, however, a family does not complete at least 10 hours within one month following the

swim meet their family will be billed \$15 per hour for every hour not completed.

Families may not roll hours over, this includes hours worked over the 10 required hours or hours that they are billed for. Families will not be required to fulfill the volunteer hours requirement while their swimmer(s) is on inactive status. Contact our Volunteer Hour Coordinator to qualify.

Heidi Scharffenberg at [vhours@vallejoaquatics.org](mailto:vhours@vallejoaquatics.org)

Volunteer hours cannot be prorated during a given month. Even one day of swimming in a month obligates the swimmer's family for volunteer hours that month.

Check out our website at [www.vallejoaquatics.org](http://www.vallejoaquatics.org) for Volunteer Opportunities!

## **SUBMITTING VOLUNTEER HOURS**

Volunteer hours are tracked and accounted through quarterly statements that verify the number of hours a family has submitted toward their obligation. When an individual volunteers for the team they are required to sign-up for online jobs or submit their own hours manually. Failure to submit your volunteer hours may result in a bill for unmet hours. VJO recommends that families keep track of their own submitted volunteer hours and reconcile their records with quarterly statements. Volunteer hours may be submitted:

Online-sign up for a job online. It is the most efficient and highly recommended signup.

In Person- use the "Volunteer Hours" file located in the VJO Family File Folder Box at the pool.

By email- Email our VJO Volunteer Hour Tabulator Heidi Scharffenberg at [vhours@vallejoaquatics.org](mailto:vhours@vallejoaquatics.org)

Volunteer hours should include the following information:

PRINT: Parent Name and Swimmer's Name  
Event, Date, Time, Total Hours, and Job Description

## **MONTHLY SWIM TEAM DUES**

Monthly Swim Team Dues are as follows:

Pre Team - \$80 month (May-Oct)

Hammerheads 1 - \$85

Hammerheads 2 - \$90

Leopard Sharks - \$110

Mako Sharks - \$110

Junior Group - \$130

Juniors 2 Group - \$135

Senior Group - \$150

Alumni / College Swimmers (Senior Group) - \$40

High School Training Group - (Nov 1st - Jan 28th) (May - Aug 4th)

\$450 - 3 months

\$320 - 2 months

\$170 - 1 month

## **FAMILY DISCOUNTS**

Beginning May 1, 2019, our family dues will change from 50% off for each additional family member to 25% off for each member with the total per family cap of \$260.00/month.

## **FUNDRAISING REQUIREMENT:**

Each family is asked to meet a mandatory \$200.00 for one swimmer or \$200/family a year fundraising goal. We offer an annual 'swim-a-thon' fundraiser or you may buyout this fee. Any unpaid fundraising obligation will be charged to your account at the end of the swim season.

## **PAYING DUES & FEES**

Dues are payable on the 1st of each month. Dues become delinquent after the 10th of each

month. If an account is 30 days delinquent with failure to resolve all outstanding dues and fees owed, swimmers will not be allowed to participate in practice until all late fees and dues are paid up to date. An account remaining more than 60 days delinquent results in termination of membership. Reinstatement will be considered when all unpaid dues have been paid with a written request for reinstatement is submitted to the Board of Directors. Swimmers will not be allowed to practice until all late fees and dues are paid up to date.

A swimmer who comes to practice at least one day in a month will be considered as “active” for the entire month.

If a family is undergoing financial hardship, please contact the Club Treasurer or Membership Chair and alternative arrangements may be sought. **OUR FIRST CONCERN IS TO TRY TO KEEP THE SWIMMER IN THE WATER.**

Club Treasurer – Madelyn Cueva, treasurer@vallejoaquatics.org

Club Membership Chair – Miriam Rivera, info@vallejoaquatics.org

VJO recommends setting up automatic bill pay through our team website and having your dues automatically deducted each month. Checks can be made payable to “Vallejo Aquatic Club.” Dues may be placed in the black lock box in our Shark Tank. The monthly dues can also

be mailed to:

Vallejo Aquatic Club

P.O. Box 5846

Vallejo, CA 94591

## **PENALTY FEES**

Monthly dues are the team’s primary income source for coaching salaries. It is essential that dues be paid on time and in good standing. Penalty fees are as follows:

\$10.00 late fee if dues are not received by the 10th of each month

\$20.00 fee for any returned checks.

### **LATE PICK UP FEES**

Late fees will be collected after 7:45PM. If you are more than 15 minutes late picking your child(ren) up on any given day, the standard late fee will be imposed. Late pickup fees will be billed by our Treasurer.

Penalty fees are as follows:

\$ 1.00 for every minute late. First hour would equal \$45.00 DON'T BE LATE!

\$20.00 fee for any returned checks.

### **LEAVE OF ABSENCE**

In the event that a swimmer discontinues or takes time off, please contact the team Treasurer, Membership Chair, and your VJO coach as soon as possible. Failure to notify the team treasurer will result in liability for any recurring late fees.

VJO Team Treasurer- Madelyn Cueva, [treasurer@vallejoaquatics.org](mailto:treasurer@vallejoaquatics.org)

VJO Membership Chair - Miriam Rivera, [info@vallejoaquatics.org](mailto:info@vallejoaquatics.org)

VJO Head Coach – Jennifer Thiem, [jenniferthiem@vallejoaquatics.org](mailto:jenniferthiem@vallejoaquatics.org)

### **REFUND POLICY & PRORATED DUES**

VJO does not have a refund policy. Dues are prorated only when a swimmer joins the team. In case of prolonged illness or injury, contact the team treasurer for a possible adjustment.

## **FINANCIAL ASSISTANCE**

Scholarship and Hardship applications are available upon request. Contact the Team Treasurer, Madelyn Cueva, [treasurer@vallejoaquatics.org](mailto:treasurer@vallejoaquatics.org) for more information regarding financial assistance.

## **COLLEGE SWIMMERS**

Collegiate swimmers who were past VJO members for 3 or more years may practice with VJO over any holiday or break. Over the summer months collegiate swimmers have a discounted rate of \$40 per month and without any volunteer hour requirements . College swimmers must be current Pacific Swimming/USA Swimming members.

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Please return signed bottom portion to "President" folder

I HAVE READ THE VALLEJO AQUATIC CLUB POLICIES AND PROCEDURES 2018-2019  
AND AGREE TO FOLLOW THESE RULES AS THEY RELATE TO ME.

Swimmer's Name(s): \_\_\_\_\_

Parent(s)/Guardian(s) Name(s):

\_\_\_\_\_  
Please print

\_\_\_\_\_  
Please print

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature