



Bay Olympic Policy on Fees and Fee Refunds

1. Purpose

The purpose of this Policy is to outline the process for setting fees and for making any refunds of fees.

2. Fees

Bay Olympic's Executive Committee reviews and approves membership fees at the first Executive Meeting following the AGM. To determine the fees the Executive considers the levies imposed by NZ Football and Northern Region Football, the operating costs of the Club and the relative benefits the various teams and age groups receive as part of their playing experience at the Club. The over-riding objective is to set fees fairly for all members. For senior teams the Club Executive may set a Team Fee

Fees are displayed on the website. Payment is requested at the time of registration. Staged payment arrangements will be considered. All such requests should be made via email to the Club Co-ordinator at hq@bayolympic.co.nz or the Football Operations Manager at fom@bayolympic.co.nz.

The Club Co-ordinator and Football Operations Manager will consult with the Treasurer on guidelines for payment arrangements.

Payments can be made via the COMET system when registering, by direct credit to the Club's Bank Account or via eftpos in the Clubrooms.

Any player with unpaid fees at the end of a playing season will be red flagged in the COMET system to prevent the player from registering for the next season or from transferring out to another Club until payment is made.

The Club Executive may suspend the playing rights of a player or a senior team where fees remain unpaid, and the member or team do not respond to request for payment.

3. Refunds

Where a member withdraws from playing before the season commences Bay Olympic will refund all fees paid less a \$20 administration fee.

Where a member has paid part of a season and is unable to continue due to injury Bay Olympic will consider requests for a partial refund less a \$20 administration fee.

4. Responsibility

It is the responsibility of the Secretary of the Executive Committee to manage the application of this Policy.

5. Review

This policy was reviewed and approved by the Executive Committee on 29 September 2021. It will be reviewed annually. The next review will be in September 2022.