



# MANDURAH SWIMMING CLUB

**MSC POLICY 06**

**MEMBER FEE POLICY**

**DATE: 19 OCTOBER 2023**

DATE	NAME	CHANGE	APPROVE	REVISION
19/08/2021	Cadell Buss	Issued for Use	Committee	0
19/10/2023	Kelli Thomson	Review	Committee	1



## 1. MEMBERSHIP FEES

Please note the Coaching/Lane Hire fees are calculated on a yearly fee however invoiced monthly and the club fee is per season (two seasons per year).

Mandurah Swimming Club relies on swimmers' fees to pay for the Coaches and lane hire, insurance, equipment and other club operating costs. However, these fees alone do not cover the annual operating costs and the club funds the balance of the outgoings from fundraising activities such as our annual swim meet.

The fees are set by the Club Committee/Board and are communicated to members. Fees are invoiced per month for coaching and per season for the Club fee. They do not include the annual fee to Swimming WA. The Swimming WA membership fee is charged per annum and needs to be paid directly to Swimming WA when joining or renewed in September each year.

Additional costs to swimmers which are not covered by fees include but are not limited to pool entry, swim meets entries, country pennants, and club uniforms.

## 2. POLICY

### 2.1 Fee Payment

- Fees are invoiced at the beginning of each month. Fees need to be paid within 14 days of the invoice being issued.
- Swimmers who are new to the sport are welcome to come and trial for a period of 2 weeks free before Swimming WA registration is required. Membership forms are required when the swimmers jump in the pool and will be destroyed if the swimmer chooses not to continue after the trial period. Please note for any returning members or transferring swimmers the 2-week trial period is not applicable.
- Registration with Swimming WA must be completed within 2 weeks of commencing training with the club.
- Payments are to be paid by direct deposit into club account, bank details can be found at the bottom of each invoice.

### 2.2 Late/ Non-Payment of Fees

- Swimmers fees which are still outstanding by the end of the month, may be excluded from training sessions and club activities until outstanding fees are paid in full. Swimmers can be deregistered with Swimming WA for late/non-payment of fees preventing them from attending or registering at swim meets or with another club.
- Club members with outstanding payments not received on the due dates as above will be contacted and sent a reminder via email.
- Swimmers are not able to transfer to another club if any funds are owed to the Mandurah Swimming Club.



### **2.3 Special Arrangements**

- The club will always assist families if their financial circumstances change. If this is the case members may apply for an arrangement to be entered into that enables swimmers to continue to participate in club sessions. The terms of such an arrangement are at the discretion of the Mandurah Swimming Club management committee.

### **2.4 Illness/Injury/Holiday**

- If a swimmer is out of the pool for a period of time throughout the season due to illness or injury, please note that fees are still payable.
- Individual circumstances will be taken into consideration. If a situation arises that your child is unable to participate in training sessions under medical advice, for a minimum of 2 weeks, a medical certificate is required to be considered for fee adjustment.
- For holidays, if a swimmer is due to be out of the pool for 3 or more weeks in one period, a minimum of 2 weeks' notice in writing to the Treasurer is required to be considered for a fee adjustment.

### **2.5 Cancellation of MSC Membership**

- A minimum 2 weeks' notice is required, should you decided to leave the Mandurah Swimming Club. This notice is to be in writing and sent to the Treasurer.
- Any fees already paid to the club will not be refunded.
- Swimmers are not able to transfer to another club if any funds are owed to the Mandurah Swimming Club.

### **2.6 Disciplinary Procedure**

- As per the disciplinary policy, if a child is suspended from swimming, for a period of time, full fees are still payable.
- If child is excluded from the Mandurah Swimming Club, then fees will be payable up to date of exclusion.
- More information is available in the Disciplinary Policy.

### **2.7 Fee Queries**

All queries on club fees can be emailed to the club treasurer at [treasurer@mandurahswimmingclub.com.au](mailto:treasurer@mandurahswimmingclub.com.au).