

Peace River Winter Swim Club

"Collections Policy"

Purpose:

To clearly communicate the requirements of payment of funds.

Policy:

- Full or half payment of fees are due at registration, with special consideration for those receiving financial assistance. Second payment to be made per registration fee schedule, or as determined by the Treasurer if registering late. Children will not be registered with Swim Alberta until funds have been paid in full. If the child is not registered with Swim Alberta, they will not be allowed in the pool for liability reasons. Once payment is made, the child will have to wait for notification that registration has been completed before they can enter.
- A post dated cheque for the first Monday of November is required for the remaining half of fees.
- Volunteer deposits due at registration:
 - First volunteer deposit of \$100 due as a post dated cheque dated October 1.
 - Second volunteer deposit of \$100 due as a post dated cheque dated December 1.
 - Third volunteer deposit of \$100 due as a post dated cheque dated February 1.
- A post dated cheque for \$150 dated March 30 of the swim season is required for the Swim-A-Thon. (This does not apply to the Learn to Swim Group). [Please refer to the Swim-A-Thon policy].
- There will be a \$30 charge for all NSF transactions.
- Once there has been an NSF transaction, the family will be required to pay for all transactions with cash, bank draft or etransfer.
- Swim meet registration fees are due the Wednesday prior to the meet, and do not include the relay. Should a swimmer make provincials or a higher level swim meet, the club will pay for those fees.
- All funds for swimsuits, or other items not listed above, will be payable prior to the order being sent out.
- If at the end of the swim season the family owes the club funds, the family will not be allowed to register any children in the swim program the following year unless all funds previously owing and for the current swim season are paid at registration by bank draft, etransfer or cash. Funds for swim meets and other costs will be required in cash or etransfer prior to order/registration. Volunteer deposits and the Swim-A-Thon deposit will also be required in cash at the beginning of the season and will be refunded once commitments have been met.