



2016 Fee Policy Competitive

This policy sets out the basis for the charging of fees associated with participation in club programs at Gladstone Gymnastics Club Inc.

Scope: This policy applies to all current and future members of the Gladstone Gymnastics Club Inc.

Requirements:

- 1. Club Membership and Registration:** The Club Membership package includes Club Membership, Gymnastics Queensland (GQ) Registration, Sports Insurance, Equipment Levy and some value added benefits. This is non-refundable. The GQ registration and Sports insurance is transferable between clubs but not from one gymnast to another. The Club membership and GQ registration is valid from the date of payment until the 31st of December of that year. A family discount applies for the 2nd and subsequent family members. Membership & registration fees are renewable from 1st January and must be paid upon child's registration.
- 2. Term Fees:** Competitive team fees are calculated on a term basis, averaged over 12 months, allowing holiday training, which will be scheduled by the coach. Tuition fees pay for your child's position in a class or team. Non-attendance does not qualify you for a refund or credit. **Accounts for Term fees are due on the week before term commences and will receive a 10% discount. After due date full tuition fees will be payable in their entirety prior to term commencing. If fees are NOT paid your child will NOT be permitted on the floor.** Exceptions are made where a successful application has been made in writing to the Administration Manager for payment instalments, and that agreement is currently being honoured.
- 3. Automatic Credit Card Payments:** By filling in an Automatic Credit Card Payment Form which you can obtain from the office, you can opt to have your account charged automatically to your credit card each month.
- 4. Hours of training:** If gymnasts leave early or arrive late this does not entitle a discount on fees as all the club's costs are the same regardless of gymnast leaving early/starting late or missing a session.
- 5. Ceasing at your request:** If you decide not to continue, your account will be settled on a pro-rata basis from the date that written advice was received of discontinuation. 2 weeks' notice or 2 weeks in lieu will apply.
- 6. Overdue accounts:** If for some reason you are unable to pay your account on time, please apply to the Administration Manager to arrange a payment schedule. This application must be made before the fees due date and instalments must be made as per approved payment plan. A penalty fee of \$25 will be issued if instalments are not made by the agreed dates. Please be aware that if your fees are not kept up to date, and no arrangement has been made with the Administration Management, your child's position in that class may be forfeited. If this occurs no refunds or credits will apply for the Membership package.

7. **Refund of fees:** Should an injury occur while training a request for refund of fees with along with an appropriate medical certificate for the period and GGC injury form can be sent to the club administrator for approval.

8. **Public Holidays,** rest days, extra training: There are no recreational classes on public holidays. This does not entitle parents to a refund for a missed lesson as the account has already been adjusted accordingly when booking in.

9. **Other activities:** Competitions, extra training sessions, day camps, sleepovers, etc are to be paid for at the time of booking, however club fees must be completely up to date in order to book for one of these activities.

10. **Events Entry Fees**

10.1 **Late Entry Policy*:** In order to organise an event, including the sessions, groups, rotations, coaches, judges and support staff, the event manager needs to begin with the number of competitors in each level and division. Any late entry applications will be considered by the event manager on a case by case basis. If the event manager is willing to accept the late entry, a late fee of \$20.00 will apply in addition to the entry fee.

10.2 **Refund policy*:** Refunds will be given at the discretion of the Event Manager and will require a valid and relevant medical certificate. Refunds will be calculated to exclude any expenses incurred by the club on your behalf, which cannot be recovered.

* State or Nationally Sanctioned Events including those hosted by GGC, or events organised by other clubs, will have closing dates and refund policies as set by those organisations.