



## Payment / Team Fee Schedule Policy

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### Objective:

To ensure full payment of team and association fees to be submitted by the required dates.

### Applicability:

This policy applies to all NCHA teams.

### Process:

#### NCHA Constitution states:

- 1.9. All players will have their respective team fees paid not later than November 1<sup>st</sup> of the playing year.
- 4.13 Each team (coaching staff and parents) is responsible for any and all operating costs for the playing season.

If there are any fees outstanding after November 1<sup>st</sup>, no team events will be attended until full payment is received. Cheques returned due to NSF will be subject to a \$50 fee. All remaining cheques from the person(s) will only be accepted if certified.

#### REFUNDS / REIMBURSEMENT (Tryout fees are non-refundable)

A refund for part or all of the registration fees paid may only be given in accordance with the NCHA constitution – proof of payment is required.

#### NCHA Constitution states:

- 1.10. A refund of part of the individual registration fee shall be given by the NCHA Treasurer when:
  - 1.10.1. a signed player through injury cannot complete the playing season, a signed player's place of residence changes to a location outside NOHA District 2, or a signed player is duly



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released by the Board upon a request by the Coach of the signed player.

- 1.10.2. Any player who voluntarily quits a team after November 15<sup>th</sup> of the hockey season for any reason (other than the three stated in 1.10.1 above) shall NOT be reimbursed or refunded any part of the team or NCHA registration fees. If the required fees have not been paid in full at the time a player quits, the Board may withhold a release for the player until such time as these fees are paid in full “

The NCHA refund policy shall be as follows:

- A refund will be provided, on request and if in compliance with 1.10.1 of the Constitution, for the Association fee, if submitted prior to the end of September, less a \$50 administration fee, the \$80 tryout fee and the \$60 Hockey Canada player card fee, for a total of \$190. Refunds requested up to the end of November, will be issued totaling \$150. No refunds will be issued for the association fee after the end of November.
- The first \$580 of the player team fee is non-refundable, once a player signs a card (this is the minimum a player will be charged should they leave the team once they have signed a card). The \$580 payment will be taken into consideration when calculating any applicable refund.
- Fees for equipment, apparel, etc., are non-refundable, if expended prior to the termination of play. Otherwise, 100% refundable.
- The total team fees, including fundraising revenue and sponsorships, will be refunded on a pro-rated formula using the percentage of the number practices/games remaining divided into the total number of practices and games.
- The team manager will prepare the refund and disputes will be forwarded to the convener for a final decision.
- No refund will be issued after December 31<sup>st</sup>.
- Team refunds due to surplus funds at the end of the season, are not controlled by the Dec, 31<sup>st</sup> deadline.