



## Policy 5

### Membership Fee Policy

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#### 1. Reason for this policy

This Policy covers the charging of an annual membership fee and the request for refunds/credits. This policy does not cover squad fees which are covered in a separate policy.

The Club has fixed costs which are met by the annual membership fee. These costs include: pool hire, administration costs of club, club room costs, coach training, prize giving costs, affiliation fees etc

From time to time the Club will be approached by a club member seeking a refund or credit for membership subscription already paid.

#### 2. Who this policy applies to

This Policy applies to all members and prospective members of Tawa Swimming Club

#### 3. Responsibilities

- a) The annual membership subscription is payable regardless of whether the member is a Competitive, Club or Recreational swimmer.
- b) All prospective members are entitled to trial with the club for 2 weeks before applying to join. Upon joining, a new member will be sent an invoice. Payment confirms membership and after that time no refunds are available.
- c) Returning members to the club are invoiced at the start of each financial year. Upon payment of the subscription fee no refund is available.
- d) If joining after 31 December, the annual subscription fee will be reduced by 50%.
- e) A full subscription, as appropriate for the joining date as above, is to be paid to Tawa by members who start the financial year at another Club, and transfer to Tawa.
- f) Affiliation fees, as applicable, to Swimming Wellington and Swimming NZ are to be paid by members separately and directly through Fast Lane accounts.

#### 4. Breach of Policy

It is a breach of this Policy for any person or organisation to which this Policy applies to have been found to have:

- a) Not paid their annual membership fee within the specified time frame.

#### 5. Forms of Discipline

If a member or a prospective member bound by this Policy breaches this Policy by not paying the subscription fee then one or more forms of discipline may be imposed. These may include but are not limited to: a financial penalty, suspension or de-registration.

This Policy comes into effect immediately, it shall be reviewed annually.

This policy was updated and approved at Committee Meeting of the Tawa Swimming Club held in October 2020.

Other documents that relate to this policy are the Tawa Swimming Club Constitution.  
and the Squad Fees Policy.

Signed: Darren Yeldon, President  
Tawa Swimming Club