

## Prince William Swim Club 2010-2011 Financial Agreement and Procedures

### Payment Policies

In order for our swim club to function in the best interests of our swimmers, we rely on the support of parents. One of the ways this is done is through the prompt payment of swim fees. The following is a list of Prince William Swim Club's payment policies for the 2010-2011 swim season. Please remember there are many costs associated with running a year round swim program. Registration and Program Fees do not cover them. We NEED your support of our fundraising efforts. They are not mandatory but we offer several fundraisers and hope you support and participate in as many as you can to help keep our programs fees low. Your support of fundraising saves you by keeping program fees at a minimum..

### Fees, Program Payments, Discounts and Family Cap:

1. **Pre Registration Fee:** Returning families who Pre-Register prior to June 30, 2010 will pay a reduced Registration fee of \$105.00. This includes required USA Swimming Annual Membership, Team Shirt, Team Silicon Cap and Administrative Costs.
2. **Registration Fee:**
  - Registration fee paid AFTER June 30<sup>th</sup> for returning families is \$130.00.
  - Registration fee for all new families is \$130.00.

**NOTE: REGISTRATION FEES ARE NON REFUNDABLE & NON-TRANSFERABLE.**

3. **Program Payments:**

Coaches, in conjunction with the families, place swimmers in one of the programs listed below. The specific program determines the yearly cost for each swimmer. Each family will have an account that divides the year-round swim program fee into 7 equal payments. The first payment is due on Sept 1, 2010. Families MUST submit the signed financial agreement and volunteer agreement with the first payment. After the first payment, all subsequent payments will be due by the 1<sup>st</sup> of each month starting in October 2010. We pay our bills on a monthly basis, it is essential our families pay promptly each month. A late fee of \$20 will be automatically added if payment is not received by the 10<sup>th</sup> of the month.

**Mail payment to PWSC, c/o Lorena Caballero 12513 Manchester Way, Woodbridge, VA 22192**

4. **Discounts:** A family can only receive **one discount per swimmer**. Families can compute all discount options before committing to a payment plan.

**Pay in Full for 5% Discount:** Family accounts that are paid in full by Sept. 1, 2010 will receive a 5% discount per swimmer. This can not be combined with a 2<sup>nd</sup> swimmer discount or family cap discount.

**Second Swimmer 5% Discount:** Families paying installments with two or more swimmers can receive a 5% discount on the lower priced program fees. This discount does not apply to HS Prep programs or other partial programs.

**Family Cap Discount:** Each year the Amberjax Budget Committee offers a Family Cap **for year round swim program fees ONLY (Tri Team, Masters Program, Swim Lessons (SIT), HS & Summer Programs are NOT included in Family Cap)**. This cap is the highest amount a family will pay for the year for their **swimmers' 11 month Swim Program fees**. For the 2010 season, the Family Cap amount is \$3,740.00. This amount is already discounted and will not be discounted in any other way. It may be paid over 9 months instead of 7.

5. **Additional Fees:**

Unlike many year round teams, PWSC keeps fees to parents at a minimum. We do not charge meets fees, coach travel fees, mandatory fundraising fee, etc. Meet entry fees are paid for by PWSC and are not passed on to parents to pay when the swimmer competes in all of the events they signed up for. We DO CHARGE YOUR account for all missed swim events a swimmer signed up for but failed to swim. When committing to attend a meet, you are committing your swimmer to participate in each event you enter them in. You will be charged the meet entry fee per missed event. You have until the meet entry

deadline to add or delete events. After the deadline has passed, the entry fees will be charge to your account for each event that is not swam. Meet entry fees vary and are listed in meet invitation.

**Late Fees/Overdue Accounts/ Returned Check Fees / Withdrawal from the Program:**

1. **Late Fees:** If payments are not received by the 10th of the month beginning with October, a late fee of \$20 will be assessed each family in arrears.
2. **Overdue Accounts:** If payment, including late fee, is not received by the 25<sup>th</sup>, the swimmer will not be able to participate in practice or be entered into any meets until the account is paid.
3. **Returned Check Fees:** A \$25 fee will be charged for all returned checks.
4. **Withdrawal:** Pool time is reserved and contracted for on an annual basis. Our payment structure is based on an annual fee. Signing your swimmer up for a PWSC program is an annual contract commitment and you are obligated to pay the FULL ANNUAL FEES for your swimmer. Should you decide to withdraw from the club, you are obligated to continue to pay your monthly fees, until you have meet your entire program fee. Any parent wishing to withdraw their swimmer from the club will need to do so in writing to Board of PWSC c/o Lisa Miller, 6510 Malbrook Ct Manassas VA 20112. The Board, on a case-by-case basis, will consider waiver of a partial months program fees based upon extenuating circumstances provided in the written withdrawal request.

**BOOK KEEPING PORTION PWSC 2010-2011 FINANCIAL AGREEMENT AND PROCEEDURES**

The undersigned family agrees to become a member of the PWSC, Inc., (PWSC) for the season identified above. As a member, the undersigned family agrees to comply with and be bound by the bylaws, rules and regulations, and policies of PWSC, as well as the terms set forth in this Agreement.

1. **Registration Fee:** Each swimmer, who joins PWSC, must be registered with PWSC, Virginia Swimming, Inc., and U.S.A. Swimming who provides insurance coverage. The registration fee is \$130 per swimmer. This fee is NOT refundable for any reason and is due with submission of the PWSC Registration form. The fee includes membership, PWSC team shirt, team cap, & administrative costs.
2. **Program Fee:** The undersigned family elects the following payment plan for the selected program(s). (Please check one.):  
\_\_\_\_\_ Full Payment Plan (5% Program Fee Discount with total due September 1, 2010)  
\_\_\_\_\_ Installment Payment Plan (1<sup>st</sup> payment due on Sept 1 with remaining 6 payments due on the first of each month starting in October). Late fee of \$20 assessed if fees not paid by 10<sup>th</sup> of month due. Swimmer will NOT be allowed to participate in meets or practice if accounts are delinquent  
\_\_\_\_\_ Family Cap \$3740.00 or \$415.56 per month for 9 months

**PWSC reserves the right to cancel or otherwise adjust a program based on number of registered participants as of Oct. 1, 2010.**

3. **Non-Volunteer Fee:** Each family is required as a member of PWSC to assist at PWSC hosted meets. Each family is required to assist at a minimum of one session per PWSC hosted meets. Failure to assist for an entire meet session will result in a charge of \$150 per meet session. This fee must be paid within 10 days following the meet, to avoid late fee. Failure to pay will result in account being considered delinquent, see below. Swimmer(s) will not be allowed to swim at practice or meets until paid.
4. **Inactive Member Status:** A swimmer may be designated as an inactive member due to injury, disciplinary reasons, and failure to meet financial obligations or for other reasons determined by the PWSC Board Of Directors (BOD), at its sole discretion. Inactive swimmers may not participate in any

practices, swim meets, or other team activities. Inactive members remain liable for their financial obligations and may not vote on team matters unless they receive a financial abatement from the BOD.

5. Financial Abatement: The BOD, on a case-by-case basis, can grant a dismissal or reduction of fees. In general, financial abatements are granted only for injury or illness, certified by a physician that makes continued participation impossible or for families that are involuntarily transferred out of the area. No financial abatements are available for pool breakdowns, weather short term illness or injury, schedule conflict, or other unforeseen circumstances.

6. Delinquent Accounts: Any payment not received in full by PWSC by the 10<sup>th</sup> of the month will receive a \$20 late fee. Any payment not received in full by PWSC (monthly fee and the late fee) by the 25<sup>th</sup> of the month makes the account delinquent. Any family account that is delinquent in any way, for any sum, will result in all swimmers from that family being placed on Inactive Status until the balance due is paid in full. POC for payment status is Lorena Caballero email [colore5@comcast.net](mailto:colore5@comcast.net) & your individual payment status is available 24-7 on website. Please check it often.

7. Contract: The party signing this Agreement acknowledges that it creates a legally binding obligation and the party signing this Agreement shall be legally responsible for all dues, assessments, charges and obligations. PWSC considers the following a part of this contract:

- a) I have read and understand the Parent Code of Conduct \_\_\_\_\_(initial)
- b) I have read and understand the PWSC Service Program Agreement \_\_\_\_\_(initial)
- c) I have read and understand the PWSC Financial Agreement and Procedures \_\_\_\_\_(initial)
- d) I have read and understand the new 2010-2011 Season Registration form \_\_\_\_\_(initial)

I have read and understand this contract between PWSC and myself and agree to its content and the content of the above-referenced documents. I hereby consent for photos of my swimmer(s) to be on the PWSC website.

\_\_\_\_\_  
SIGNATURE OF PARENT/GUARDIAN  
DATE

\_\_\_\_\_  
SIGNATURE OF PARENT/GUARDIAN

\_\_\_\_\_  
PRINTED NAME OF PARENT/GUARDIAN

\_\_\_\_\_  
PRINTED NAME OF PARENT/GUARDIAN

Swimmer Name	Group Signed for	Practice days/Times
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____