



stowmarketswimmingclub.co.uk

FEES: SQUAD AND COACHING FEES.

It is important to note that fees for Stowmarket Swimming Club are made up of two parts:

1. Annual Members' Subscription (to include *Swim England* Fees).
2. Squad and Coaching Fees, which are payable throughout the year.

This guidance covers the rules for SQUAD AND COACHING FEES. There is separate guidance for the Annual Members' Subscription.

Apart from coaching fees everyone associated with the club are volunteers and provide their services free of charge. Nonetheless, the club faces costs in terms of pool hire, training and administration. These costs are recouped through the levy of fees spread over the year.

Squad and Coaching fees are set as an annual rate but paid monthly as 1/11th of this rate. It is normal for the club to take a break during the month of August to allow for holidays and for swimmers and staff to take a rest. Fees are not collected in that month.

The fees are set in relation to the amount of pool time a swimmer enjoys and vary across the different training groups. A rate sheet is posted on the club noticeboard (outside the door to the pool area), on the club website and is available from the membership secretary on the email address noted below.

The club reserves the right to adjust the fees at any time but they are usually amended annually around the time of the AGM in November.

Fees are collected by the club by "continuous payment authority" ("CPA") (also known as a "recurring transaction") whereby details of a debit- or credit card are provided to the club on its online management system and permission is given to take money from an account corresponding to that card. There is no other way to settle fees. An account will be set up for each swimmer (in the case of child swimmers this is expected to be a parent or guardian.) The account holder must be 18 years or older and will be responsible for all fees connected with the swimmer.

Fees are collected from the appropriate card on the first day of the month. If the CPA fails on the due date, for example there are insufficient funds, the account holder will receive an automated advice. They should contact the club (usually the membership secretary) and make suitable arrangements to pay the amount due. This can either be by authorising the club to take a payment from the account or with the agreement of the club by adding the fees to those due in the following month. Notwithstanding, the default position is that fees unpaid will be added on the due date of the following month and on that date BOTH MONTHS' fees will be due.

There are sanctions for late payment and members and their families are referred to the club's terms and conditions for guidance.

An electronic invoice is available on the club management system showing the amounts due and debited each month.

If a swimmer leaves the club during the year there will not be a refund of any fees paid. However, upon departure the club will cancel the collection of any further fees. **Please be reminded that the club requires AT LEAST one month's notice for swimmers leaving the club as noted in the By Laws/T&C and formal guidance that should be referred to explaining the procedure to be followed.**

For any queries on these fees please email stowswimmembership@gmail.com or refer to any committee member available at the club desk on a Friday evening.