

15.4 Program Fees

- I. The board shall set registration and tryout fees annually. Tryout fees for the upcoming season shall be collected by the 4th VP Finance by the start of tryout (for tryout fees) and when the teams are finalized (for registration, volunteer commitment, fundraising commitment). The fee schedule shall be determined by the 4th VP Finance for the upcoming season. All fees shall be collected by the 4th VP Finance in conjunction with the Registration Director no later than October 15th of each year.
- II. Refunds prior to team finalization:
 - a. Requests for a full refund of registration fees and tryout fees paid must be made prior to July 31st.
 - b. Withdrawals/cancellations requested after July 31st but prior to team finalization will result in the forfeit of the tryout fee, except under exceptional circumstances such as injury or relocation resulting in the player not being able to attend or complete tryouts. To receive a refund under this provision, the request must be made in writing to the Registration Director. Supporting documents, i.e. doctor's report or proof of relocation may be requested.
- III. Refunds after team finalization:

Refund requests must be made in writing to the Registration Director and will be determined in accordance with the following:

 - a. No portion of any tryout or late fees will be refunded;
 - b. No refund of registration fees will occur on requests after December 31st;
 - c. Players suspended or expelled for disciplinary reasons shall be ineligible for a refund of fees;
 - d. The 4th VP Finance and Registration Director are charged with the responsibility of using reasonable discretion with respect to portioned months of participation versus non-participation within the season commencing October and ending February (5 months); and
 - e. Documents supporting request for refund may be requested at the discretion of the 4th VP Finance and Registration Director.
- IV. Refunds for departure to Hockey Canada Sports Schools:

Requests for a full refund for attending a Hockey Canada Sports School must be made prior to July 31st. After this date, no refund of fees will be provided. The Sherwood Park Kings Athletic Club will also not provide any release of a requesting player's Hockey Canada Registry File after this date.
- V. Non-payment of registration fees and/or team fees is subject to suspension of player or players if they have more than one child in the program. The President may issue the suspension after consultation with the 4th VP Finance, team treasurer, team manager, head coach, and parents if a solution cannot be reached. Player(s) would be reinstated once payment has been received and cheque has cleared.
- VI. If a family is delinquent in payments 3 or more times in one season, the case will be reviewed by a committee from the Board of Directors (minimum 3). The President will chair the committee and will select the committee members.