

	Title	Promo Code Policy
	Policy #	Registration – 7.7
	Draft Date	November 24, 2023
	Approved Date	November 30 2023
	Revised Date	
	Owned By	Executive Committee

1.0 OVERVIEW

If a family or individual plans to make use of any of the financial assistance plans currently available (i.e. KidSport, Canadian Tire Jumpstart, Hockey Canada Assist Fund, Kalix Legacy Foundation, etc.) to help them with their Airdrie Minor Hockey Association (AMHA) registration fees, they will need to follow the policy and process below.

2.0 POLICY

No Promo Codes will be given out to families until proof of approved applications are received by the AMHA office.

For alternate payment plans, a promo code may be given out if the timeline of the payment plan is reasonable and will be paid in full by the last payment date of the regular scheduled final payment.

For example: if the regular payment plan is: date of registration, June 15, July 15 and August 15 and then final payment once on team by November 1st, any payment plan would have to be paid in full by November 1st.

If payments are not paid as agreed at any payment date AMHA has the right to suspend your player from upcoming AMHA activities, practices and games until the payment has been made or an alternative payment plan has been agreed upon.

3.0 PROCESS

Each year at the time of registration a family planning on using any funding assistance or looking for an alternative payment plan to the one set up in the AMHA registration will need to contact the AMHA office before registering.

They will need to provide the AMHA office with a copy of their approved funding application(s). In the event that they need proof of registration before they can apply for funding then the office will give them a form letter (similar to below) showing the total amount of their registration fees for the year that they can use to apply for the funding.

See sample letter below:



Airdrie Minor Hockey Association

Box 10218 Stn Main
Airdrie, AB T4A 0H5

Proof of Registration Receipt

Date: _____

Registrant Name: _____

202_ - 202_ Season Hockey Fees	\$_____
Camps or Tryouts	\$_____
Total	\$_____

Please Note: *this is not a receipt of payment and does not reflect fees that have been paid. It is to let the Funding Assistance Program know how much the registrant will owe once they register.*

Sincerely,

AMHA Staff

If the balance of registration fees are more than the approved funding, the family will need to pay the difference as per the payment plan.

For Example: If they are registering for U9 and the cost is \$1000 and they have been

approved for \$500 from KidSport, they will need to pay the first payment at the time of registration in the amount of \$250 and the second payment on June 15th in the amount of \$250 and then AMHA will wait for the \$500 from KidSport to pay the balance.

4.0 EXCEPTIONS

If you register late after all the payment plans are complete and you are needing funding assistance, we will need you to still provide us with proof of assistance approval before you can register with a promo code.

Alternatively you can register and pay in full and we will refund you any amount received from any of the funding assistance plans when we get them.

If all of the above arrangements still don't work for you, then the AMHA office staff will work with you to come up with an agreeable payment plan that has you paying at least 50% of the balance by September 15th, 75% of the balance by October 15th and everything paid by November 15th at the latest.