



INTRODUCTION

This policy and procedure outlines refunds for all Youth Club programs.

PROCEDURE

Refund requests must be made on the FCR Refund Request form and submitted to the Office youth@fcregina.com and will be accorded as below.

- Refunds will be processed within 21 business days after all needed documents are reviewed.

DATES & FEES - The Club Executive will set Administration Fee, Assessment Fee, and Cut-Off Date each year and season.

FEE STRUCTURE

- Administration Fee - **\$50 (non-refundable)**
- Representative/Competitive Team Assessment - **\$50 (non-refundable)**
- Season starts on initial team practice or game whichever comes first.
- Cut-Off Date Summer/Winter Season – after two weeks into the season

REFUNDS

- Players who withdraw from the Club prior to "**Registration deadline**" will be assessed the Administrative Fee, with the balance of registration fees returned.
- Players who withdraw from the Club prior to "**Cut Off Date Summer/Winter Season**" will be assessed the Administrative Fee, with 50% of the balance for registration fees returned.
- Players who withdraw after the "**Cut Off Date Summer/Winter Season**" will not receive a refund (Injury and Out of City moves will be reviewed by executive).

REFUNDS – Player Release

- Players released at the request of Futbol Club Regina will be given a full refund. (except for players released for disciplinary reasons).

REFUNDS - SEASON ENDING INJURY

In the event a player suffers a season ending injury while participating in a sanctioned Futbol Club Regina activity, an application for a refund may be made. This application must be on the FCR Refund Request form and accompanied by an accident report from the coach and a note from the attending physician. The amount of the refund will be pro-rated as follows:

(a) Refund Base = Registration Fees LESS:

1. Administrative Fee
2. Assessment Fee (if player attended)

(b) Refund = Refund Base (above) at the following rates:

- 75% up to Outdoor May 15 – Indoor October 31
- 50% Outdoor May 15 – June 1 – Indoor November 1 – December 31
- 25% Outdoor June 1-15 – Indoor January 1 – February 15



VOLUNTEER BUYOUTS

Volunteer buy-out refund requests which are a separate part of the youth fees (not included above) will only be refunded if the volunteer buy-out was paid, then the player/family member volunteers the required number of volunteer hours as per FCR youth policies when they did not anticipate volunteering. The request for these refunds to be issued must be received by the FCR office by properly filling out an FCR Refund Request Form before the commencement of the next season.