



FORT SASKATCHEWAN MINOR SPORTS ASSOCIATION

TITLE: FSMSA PROGRAM REFUNDS

POLICY #: 2089

Created: March 22, 2023	Last updated:	Approved: April 12, 2023
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Ver no.	Effective Date	Significant Changes

1.0 Purpose

To outline the Fort Saskatchewan Minor Sports Association's (FSMSA) policy regarding the issuance of refunds.

2.0 Scope

This policy applies to all of the Minor Sport programs under the umbrella of the FSMSA, currently including baseball, fastball, gymnastics, hockey, judo, lacrosse, ringette, soccer and any other Minor Sports that may join the FSMSA.

3.0 Terms

Program Registration Fee – A fee charged for the registration in a specific Minor Sport program.

Mandatory Fees – Fees set by a Minor Sport's Executive in order to offset additional program expenses.

Refund Request – A written request for a withdrawal from any Minor Sport program in the event the participant is unwilling or unable to continue participation in the program.

4.0 Policy

- 4.1 It is the responsibility of each Minor Sport Executive to set that Minor Sport's own Refund Policy for approval by the FSMSA Board. The Minor Sport Executive is responsible for informing the FSMSA Office of their refund policy.
- 4.2 Each Minor Sport will state their refund policy in the Terms and Conditions of their Online Registration system.
- 4.3 Refund requests will be reviewed by a member of the applicable Minor Sport Executive and authorized refunds will be issued by the FSMSA Office to the appropriate payee.