



Approved by: Board

Effective Date: Jan 1984

Updated: Nov 2021

Policy Title

Racer Charges Policy

Policy Objective

- To outline the workings of Family Accounts in the Club's books and Racer Charges which are posted to them.
- Per Program Guide, for U14 and older programs, certain program expenses are no longer covered by your registration fees. For example, User Pay coaching fees, race entry fees, away lift tickets, lane space rentals, banquet tickets, airfare, van fees, meals, and shared accommodations will be re-billed to your Family Account.
- It is Club guideline that no Member should at any point, owe the Club money. An allowable exception to this is where there is a pre-approved installment payment arrangement on Registration Fees in the fall season.
 - Furthermore, per Article 3.1.3. of the Club Bylaws, All Members must pay all required fees by their respective due dates to maintain their membership in good standing unless prior written approval has been received from the Board.
 - Members not in good standing may not participate in Club activities, including on-snow training.

Procedure

1. The Club will request a Family Account deposit at time of registration (in the fall, or prior to on-snow season starting) for each program in an amount roughly equal to a projection of 50% of the annual costs. This Deposit amount and its Due Date will be set in advance of the time of registration. This Deposit is considered a "Required Fee" as it pertains to Article 3.1.3 of the Bylaws. The Club may set a separate Due Date on these deposits at the Club's discretion.
2. The Club maintains full books and records of each charge and payment received to the Family Account including for merchandise, Registration Fees, and Racer Charges etc.
 - i) The Club Bookkeeper will apply charges to the Family Account at their convenience upon receipt of required information and documentation from Coaches and/or Coordinators.
 - (1) Bookkeeper will periodically and at their convenience, send via email to Club Members, a Statement of their Family Account showing the charges and balance of their Account.
 - (2) Upon a Member's Family Account credit being all, or nearly all, used up by applied Racer Charges, the Club will request an additional Deposit to cover projected charges for the remainder of the season. These further deposits are also considered Required Fees.
 - (3) The Club reserves the right to amend the quantum billed to any Family Account during a fiscal year up until the following Annual General Meeting when financial statements of the Club are audited and adopted.
 - (a) At times, the Club is late billed for expenses incurred on behalf of athletes. These costs will be re-billed to affected Family Accounts at the next available monthly invoice cycle.



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- (4) Remaining Credit in the Member's account at the conclusion of the season will either be refunded to the Member or rolled into the next season at the Member's discretion.
3. Various types of fundraising credits, at the discretion of the Board, may be applied for credits to the Family Account.
 4. Family Account deposits which are earmarked for Racer Charges are to be paid to the Club via Interac e-Transfer (to Sunridge.Treasurer@gmail.com), Direct Deposit, Cash, or Cheque (NOT Credit Card).
 5. Team Travel related Racer Charges such as for accommodation and van fees are explained in the Club's Team Travel Policy.
 6. Lane Space Charges are billed to Family Accounts as a Racer Charge by method of the resort charges divided by the number of athletes attending. This is calculated over the course of an event. If an athlete misses some training time within an Event for any reason, they are still charged and equal share of the expenses. In the case of shared Lane Space, other programs may be allocated some of the fees and/or other Clubs; the final billing decision lies with the Treasurer of the Club. If you do not attend, you are not charged; if you attend 1 day of a 3 day camp, you are charged a full share.
 7. Requested Deposits at Registration:
 - i) U14+: \$500
 - ii) U14+ inc Early Season Panorama Trip: \$950

Scope

All members with Athletes in U14 and older programs.

Related Policies

- Member Handbook
- Program Guide