

This policy addresses program payment including Payment Schedule, Payment Refunds, Late Payment and Partial Payment for Canmore Nordic program fees, camp fees and race fees.

### **Definitions**

**International Athletes:** An athlete who is neither a citizen or permanent resident of Canada and/or in Canada on a temporary permit.

### **Payment Schedule**

The following is the payment schedule for the following programs:

1. Jackrabbit / U12 / Adult Recreation Programs
  - a. Full program fees are due upon registration.
2. U14 (Year 1) Program
  - a. A minimum payment of 30% of program fees are due upon registration.
  - b. Outstanding balance is due in full by November 30.
3. U14 (Year 2) / U16 / U18 / U20 / U23 Programs
  - a. A minimum payment of 15% of program fees are due upon registration.
  - b. A minimum of 30% of program fees are due by June 30.
  - c. A minimum of 50% of program fees are due by August 31.
  - d. Outstanding balance is due in full by November 30.

### **Payment Refunds**

1. A \$50 administration fee shall apply to all refunds.
2. Membership fees for Canmore Nordic Ski Club, Nordiq Alberta, Nordiq Canada, and online registration fees (e.g. Zone4) are not refundable.
3. All refund requests shall be submitted in writing prior to the following refund request deadlines:
  - a. Jackrabbit / Adult Recreational programs: shall be submitted up to fourteen days prior to the program start date for a full refund (minus an administration fee).
  - b. U12 / U14 (Year 1) program: shall be submitted up to fourteen days prior to the program start date for a full refund (minus an administration fee).
  - c. U12 / U14 (Year 1) program: shall be submitted up to fourteen days after the program start date to receive a 75% of program fees (minus an administration fee).
  - d. U14 (Year 2) / U16 / U18 / U20 / U23 programs: shall be submitted prior to November 30 for a refund of 30% of total program fees (minus an administration fee).

### **Late Payment**

1. Program Payment
  - a. Program payment refers to the program payment schedule listed above.

- b. A late fee of \$10 per week will be applied to any outstanding balance.
- c. An alternate payment plan must be approved by the Treasurer.
- d. An approved payment plan must be followed and failure to do so will be deemed 'unresolved'.
- e. If payment is unresolved, the athlete will not be able to attend club training or participate in events and activities.

## 2. Event Payment

- a. Payment for club events (e.g. camps or races) are due within two weeks from the payment notification (e.g. email) or the due date provided in the payment notification, whichever is longer.
- b. A late fee of \$10 per week will be applied to any outstanding balance.
- c. If payment is unresolved, the athlete will not be able to attend club training or participate in events and activities.

## Partial Payment

### 1. Legacy Athletes

- a. An Athlete may join a program for six months (November - April) subject to the following conditions:
  - i. previously in a full time Canmore Nordic program for a minimum of least two years;
  - ii. competing in another full-time sport at a high competitive level; and
  - iii. approval by the Program Director
- b. The program fees shall be half the program fee plus an additional 20%.
- c. The volunteer bond shall be half the program bond.

### 2. Graduate Athletes

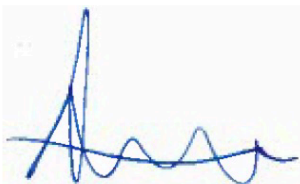
- a. An Athlete may join a full time program from May to August subject to the following conditions:
  - i. in a full time Canmore Nordic program for the previous two years and/or
  - ii. met the conditions as a Graduate Athlete the previous year
  - iii. approval by the Program Director
- b. The program fees shall be equivalent to 100% of the monthly program cost for the months in the program.
- c. The volunteer bond shall be half the program bond.

### 3. International Athletes:

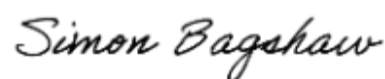
International Athletes may participate in one of two full time program options:

- a. Six month program:
  - i. A rate of half the program fee plus an additional 40%.
  - ii. The volunteer bond shall be half of the program bond.
- b. Full year program:
  - i. A rate of 140% of the full program fee.
  - ii. The volunteer bond shall be a full program bond.

Approved on: April 22, 2024



President



Executive Member