



NEWBERG YOUTH SOCCER

Financial Policies and Procedures

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CLUB PROGRAM/REGISTRATION FEES

Club program and registration fees consist of: training fees, coaching fees, player registration to OYSA and/or club soccer, facility rental fees, field and facility expenses, league registrations, insurances, and other costs as determined by Newberg Youth Soccer (NYS). All fees remain the same throughout the season regardless of the number of days in the season.

In registering for one of our programs, you understand that you commit to play the entire season, pay the non-refundable registration fee, and pay the remaining fees due the club per the payment schedule you choose.

You understand that failure to pay program/registration fees will put you in “Not Good Standing” (NGS) which will result in the player’s playing privileges being suspended until such obligation is fulfilled.

TEAM SPECIFIC FEES (specific and unique to your team)

Team specific account fees are paid directly to the team account and do not include club/program fees. The fees include, but are not limited to:

- Team entry fees to individual tournaments,
- OYSA State Cup or President’s Cup referee and related fees,
- Non-league/scrimmage referee and related fees.

In reading this, you understand that you are responsible to pay team fees even if you decide not to attend a team event or tournament.

REQUESTING A RELEASE AND REFUNDS

Release from a team and the club will be handled on a case-by-case basis. For a release to be granted, a player will need to have all financial and club obligations met (no outstanding balances).

A refund of program/registration fees may be granted in the following circumstances:

- A family relocates more than 50 miles from the club's home field,
- Injury to a player will keep her/him from participating in all soccer activities for a period of more than one month (a doctor's note must be submitted with the request),
- Severe, extenuating circumstances, such as serious medical hardship, in a family.

What is the process for a refund?

1. Complete and submit a Refund and/or Release Form to the Board of Directors,
2. Supply all supporting documentation (medical documentation, proof of relocation, etc.),
3. The request is reviewed by the Board. If the request for refund is approved it is given to the Treasurer to process the refund or issue a credit.

When are refunds denied?

No fee payment or parts thereof will be refunded or forgiven because of player absences, withdrawals, or release from a team. Refunds shall not be granted based on playing time, coaching changes, disagreement with coaching decisions, team relationship dynamics, or discord between player/parent/coach.

REQUESTING A RELEASE AND REFUNDS (Cont.)

If a refund is granted?

A player leaving the club prior to the end of the season must checkout with the team coach and the Director of Coaching. A player must also have met all financial obligations with the Club and team.

Who reviews and determines refund requests?

The Board of Directors reviews and considers all refund requests.

When should a family expect an answer regarding their refund request?

It is the goal of the Club to provide an answer to a request within four (4) weeks of the request submission.

COLLECTION & BILLING PROCEDURES

PAYMENT INFORMATION

Program/registration fees can be paid following one of two payment calendars:

1. Pay in Full – all fees are paid in full by June 30.
2. Three Month Payoff Calendar – payments are made beginning in June and paid every other month through the end of October (June 30, August 31, October 31).
3. All payments must be collected by October 31 of each year.
4. A \$50 fee is charged on all returned checks.

DELINQUENT PAYMENTS AND ACCOUNTS

If fees are past due, NYS will follow the following procedures:

1. A \$25 late fee will be applied if payment is not received within 10 days of the due date. *If payment is not received after this,*
2. Notification will be sent to the player's coach and team manager who may assist in the collection process. *If payment is not received after this,*
3. Thirty (30) days after the payment due date, the player will be suspended and considered "Not in Good Standing" (NGS).
 - a. A suspended player may not ask for, have access to, or utilize her/his player pass during the suspension period.
 - b. A suspended player may not participate in any NYS activities, including, but not limited to, games, training, tournaments, and scrimmages.*If payment is not received after this,*
4. NGS players will not be allowed to sign up for tryouts or register for the next season year until the current season year fees are paid in full.