



# **Pathfinders Gymnastic Club**

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*Established in 1907*



## **Fees Policy**

### **Purpose**

To provide clarity and transparency in the process of setting and applying all fees for Pathfinders Gymnastics Clubs gymnastics and trampoline programmes.

### **1. Setting of Fees**

- 1.1. Fees are set by the Pathfinders Gymnastic Club Committee in accordance with clause 6.1 of the Pathfinders Gymnastic Club Constitution and may be reviewed and amended at any time.
- 1.2. Fees are set on a termly basis and payable in full or in part instalments.
- 1.3. Gymnastics New Zealand charges Pathfinders Gymnastics Club affiliation fees for all members on a quarterly basis.
- 1.4. Gymnastics New Zealand sets this fee annually and is included in the fees charged by Pathfinders Gymnastics Club.
- 1.5. New registrations starting part way through the term are charged on a pro-rata basis.
- 1.6. Any competition entry fees will incur additional costs, and will be invoiced separately.

## **2. Term Length**

- 2.1. Term training is organised around the school terms, usually 10 weeks.
- 2.2. There are no recreational classes run during the school holidays.

## **3. Public Holidays**

- 3.1. Pathfinders Gymnastics Club is not obligated to run training sessions on Public Holidays.
- 3.2. Sessions falling on Public Holidays may not be rescheduled.

## **4. Payments Plans**

- 4.1. Special arrangements can be made to pay term fees by automatic payment on a monthly, fortnightly or weekly basis.
- 4.2. All payment plans must be settled three weeks before the end of term.
- 4.3. This must be arranged prior to enrolment with the Club Administrator.

## **5. Cancellation and Refunds**

- 5.1. If a child or young person is enrolled in a class and a written cancellation notice is received to the office more than 7 days prior to the class start date, then any paid fees for that term will be refunded less a \$10 cancellation fee.
- 5.2. If a written cancellation notice is received to the office within 7 days of the first class for that term, each case will be addressed on a case-by-case basis.
- 5.3. If for any reason Pathfinders Gymnastics Club cancels a session, Pathfinders Gymnastics Club will do its best to provide a makeup session.

- 5.4. Pathfinders Gymnastics Club does not provide makeup sessions or refunds for any missed training sessions that are due to illness or other reasons by the gymnast.
- 5.5. In the instance of injury a medical certificate must be provided before any such refund can be considered.

## **6. Prompt Payment/Unpaid Fees**

- 6.1. All fees must be paid on or before the specified due date detailed on the invoice.
- 6.2. All payment plans must be settled three weeks before the end of term.
- 6.3. Pathfinders Gymnastics Club reserves the right to forward any outstanding debts to a debt collection agency after the debt is overdue for 3 months and reasonable attempts to obtain payment are made.
- 6.4. Where a child is enrolled in a class and the term fees are not paid or there is no prior arrangement with the Club Administrator for a payment plan, the parents/caregivers will be contacted after the second missed class to follow up with their intentions and be charged for the missed class.
- 6.5. Any fees not paid in full before the due date, and without a payment plan organised prior, the gymnast will not be allowed to train until payment is made in full.
- 6.6. Pathfinders Gymnastics Club reserves the right to allocate the spot of a gymnast with overdue fees to a gymnast on the waiting list for that class.
- 6.7. Pathfinders Gymnastics Club has the right to refuse any re-enrolment where there are outstanding fees linked to that registration.