

Pine Hills Football Club

Fees policy

Payment of fees

Registration fees must be paid in full at sign on for every player, with the following exceptions:

1. Where there is more than one player from a family to sign on:
 - The first player shall be at full fees applicable to their age group and any further family members registering to play in the same season shall have their fees reduced by \$20 per player.
2. Where a player represents the Pine Hills Football Club at representative level:
 - Players who represent the Pine Hills Football Club at 'state representative level or higher' during the previous season shall have their fees reduced by the amount of the "club fee" determined as part of the full current registration fee.
3. Where a player is unable to pay full fees immediate due to financial hardship:

Players must complete an "Agreement to pay registration fees by instalments" form to be submitted to the committee for approval to pay in instalments, under the following terms:

- That a minimum amount consisting of registration and insurance fees be paid at sign on and **before** the club submits the registration form to Football Brisbane. Until this initial payment has been made, the player/s are not deemed to be registered or covered by insurance.

The club will not submit the registration form to Football Brisbane until this initial payment has been made, nor will the player be eligible for grading.

- That any payments in the "schedule of payments" in the approved application be paid by the due date nominated. Failure to pay by these nominated dates will result in players not being able to take the field until the instalment has been paid.
4. Where a player coaches a competition level team, they may apply to the committee for a reduced rate of their own registration fees. The reduced registration fees must not include any clothing or equipment supplied as part of the registration.
 5. Any other circumstances should be submitted to the committee for approval. Any reduction in fees must not include clothing or equipment supplied as part of the registration.
 6. Where the season has commenced, any player registering to play must pay the registration fees in full.

Cancellation of Registration

A player who has paid registration fees in the current season and chooses to cancel their registration club will have their fees refunded as per the following guidelines:

1. If the playing competition has not yet commenced for the players age group/team and the registration fees are paid in full and the registration form has not yet been submitted to Football Brisbane, the player shall receive full refund, less a \$15 administration fee.
2. If the playing competition has not yet commenced for the players age group/team and the registration fees are paid in full and the registration form has been submitted to Football Brisbane, the player shall receive a refund of the Pine Hills Football Club portion of the registration fee, less a \$15 administration fee in the first instance. The player will be provided with a "Cancellation of Amateur Registration form" to complete and return to the committee. This will be signed by a committee member and forwarded to Football Brisbane by the Treasurer seeking a refund of the Football Brisbane registration fee. Once this fee has been returned to the club, it will be forwarded to the player in full.
3. If the playing competition has not yet commenced for the players age group/team and the player has only paid the first instalment of their registration fees and the registration form has not yet been submitted to Football Brisbane, the player shall receive full refund, less a \$15 administration fee.
4. If the playing competition has not yet commenced for the players age group/team and the player has only paid the first and second instalment of their registration fees and the registration form has been submitted to Football Brisbane, the player shall receive a refund of the Pine Hills Football Club portion of the registration fee, less a \$15 administration fee in the first instance. The player will be provided with a "Cancellation of Amateur Registration form" to complete and return to the committee. This will be signed by a committee member and forwarded to Football Brisbane by the Treasurer seeking a refund of the Football Brisbane registration fee. Once this fee has been returned to the club, it will be forwarded to the player in full.
5. If the playing competition has commenced and the registration fees are paid in full and less than three games of the season have been played, the player will receive 2/3rd of the Pine Hills Football Club portion of the registration fee, less a \$15 administration fee. The player will be provided with a "Cancellation of Amateur Registration form" to complete and return to the committee for signature. This will be returned to the player to submit to Football Brisbane.

In this circumstance, if the fees have not yet been paid in full (subject to approved application by committee), the player will receive 2/3rd of the Pine Hills Football Club portion of the registration fee, less a \$15 administration fee. If the amount paid is lesser than the calculated amount, there shall be no refund paid.

6. If the playing competition has commenced and the registration fees are paid in full and less than half (but more than 3 games) of the season has been played, the player will receive 1/2 of the Pine Hills Football Club portion of the registration fee, less a \$15 administration fee. The player will be provided with a "Cancellation of Amateur Registration form" to complete and return to the committee for signature. This will be returned to the player to submit to Football Brisbane.
7. If more than half of the season has been played, the player will only receive a refund for the amount of the fees allocated to trophy and photographs, if applicable to that age group. The player will be provided with a "Cancellation of Amateur Registration form" to complete and return to the committee for signature. This will be returned to the player to submit to Football Brisbane.

Pine Hills Football Club

Agreement to pay registration fees by instalments

I, (print name) _____ request permission from the Pine Hills Football Club Committee to pay registration fees for the following player/s by instalments:

1. Name: _____ Team/Grade: _____ Amount due: \$ _____

2. Name: _____ Team/Grade: _____ Amount due: \$ _____

3. Name: _____ Team/Grade: _____ Amount due: \$ _____

I understand that I must pay a minimum of player registration and insurance at sign on for the abovementioned player/s, and that the registration form/s will not be forwarded to Brisbane Football until this amount has been paid.

I understand that where I fail to pay an instalment from the approved schedule of payments outlined below, that the abovementioned player/s will not be able to take the field until the instalment has been paid.

Signature: _____ Contact phone number: _____

Email: _____ Date: _____

The Pine Hills Football Club gives approval to the above request to pay player registration by instalments.

Signature: _____ Committee position held: _____

Date: _____

	Total registration fee payable	Registration, Insurance & Training Strip due at sign on	2nd instalment due Saturday 29 March 2008	Final payment due Sunday 4 May 2008
Player 1				
Player 2				
Player 3				
Total due				

A full list of payment options are available from the office or the PHFC Treasurer treasurer@pinehillsfootball.com. These include payment by credit card, cheque, cash, EFTPOS and direct deposit to the PHFC bank account.