

Mid Sussex Marlins

Rules for Payment of CLUB FEES

1. Joining Fees

Joining Fees are payable only by new members and these are payable on the day of assessment when membership has been accepted. These fees are non refundable.

2. Annual Membership Subscription

Annual Subscriptions run from October 1st each year and to 30th September in the following year and are payable in full by all members who are or become members during the October Quarter.

Members will be invoiced for these fees on or around 1st October each year

Failure to pay by the due date stated on the invoice could result in the Club terminating the Members ASA Registration, which means they can no longer swim with the Club

New Joiners who commence membership between 1st January and 30th September will pay a reduced Annual Subscription, proportionate to when in year they joined the club and are payable on assessment days when membership is accepted.

These fees are not refundable.

3. Quarterly Swim Fees

Swim fees are payable quarterly, due on the 1st of month of the quarter, i.e. 1st January, 1st April, 1st July and 1st October.

The Quarterly Swim Fees are based upon an Annual Swim Fee, which is divided into four equal quarterly Swim Fees, even though the number of swims available in each quarter may vary (e.g. holiday periods)

Invoices for Swim fees will be sent to swimmers prior to the start of the quarter and should be paid by their due date stated on the invoice.

Where payment is made by direct debit, then invoices are only sent to members by request – see below.

As stated in our Club Constitution, failure to pay fees within 30 days of the due date could result in the swimmer not being allowed to swim with Marlins until the overdue fees have been paid in full.

Late payments received after this period will be subject to a £5 Administration Fee for each swimmer.

All swimmers that have a place in a session at the start of a quarter are expected to pay for the full quarter with resignations only taking affect from the beginning of the next quarter unless injury, illness or other reason accepted by the Treasurer apply.

Quarterly Swim Fees are normally non refundable – see below

Swimmers must inform the club of any extended absence from the club (ie through injury/illness or holiday). In exceptional cases of absence through extended illness or injury, (ie longer than 6 weeks from the date of notification) may, at the discretion of the Club's Treasurer or Chairman be offered a discount on swim fees.

Changes to Number of Swim Sessions

Promotions

Any amendments in fees, arising as a result of attending more or less swimming sessions, will be applied from the date of the change.

Family Discounts

The club offers a 10% discount on fees to families with 3 or more swimmers, living at the same address.

Swimmers Absence

The Club's Membership Officer or one of the teaching /coaching staff will contact swimmers or their parents when long unexplained absences occur. This does not replace the requirement for swimmers to keep the club informed of any absence.

If a swimmer is absent for 6 or more consecutive weeks from the pool, without informing the club, they may be considered to have "left the club" and their place given to another swimmer.

Leaving the Club - Resignations

If a swimmer decides to leave the club/resign, they must notify the club's Membership Officer in writing. Failure to notify the club, then their quarterly swim fees will continue to be charged and remain payable until the swimmer does inform the club in writing.

Methods of Payment

- a) The club have two preferred methods of payment for all swim fees (except for New Joiners)
 - monthly DIRECT DEBIT
 - Internet Bank Transfer
- b) The club will accept payment by cheque, payable to Olympos Marlins or by cash.
- c) New Joiners
 - must pay their Membership and Joining Fees on the day of assessment
 - be asked to sign up to our Direct Debit scheme

Direct Debits-

The Direct debit process is operated by Wealden Leisure Ltd as Agents for the club.

A mandate must be completed for each swimmer and it is important that these are completed legibly so that the Bank account name, account number and bank details can be clearly read. When completed the mandates should be sent to Jerry Evans, Thorpedale, Broad St, Cuckfield, RH17 5DY.

Direct Debits (for Swim Fees) occur on the 23rd of each month and will be one third of the quarterly swim fees, except for October 23rd when the Annual Subscription of £38 is also included.

DD's are taken 1 month in advance e.g..D.D taken on 23rd September will cover the month of October.

Any arrears of swim fees or refunds must be made separately by cheque or Internet Transfer.

In order to start a Direct Debit on the 23rd of a month the mandates must reach Jackie Little by the 1st of the same month so that they can be set up in time.

Cancellation of a Direct Debit can be made either by advising Jackie Little and your own bank if preferred.

It is essential that the Membership Officer is advised if the cancellation is due to a resignation.

Increases in Fees

Fees levels may change each year to meet budget requirements, usually from 1st July. These changes will be made automatically with effect from the June 23rd Direct Debit. The Club does not send out quarterly invoices to swimmers who pay by Direct Debit

Standing Orders

The Club prefers NOT to receive payments by Standing Order, due to cost and administrative problems. And will be stopping this facility from 1st January 2012.

Swimmer Support Fund

The club does have a Swimmer Support Fund which is aimed at assisting swimmers who may be prevented from swimming due to temporary financial constraints. Early advice to the Treasurer or Membership Officer of absences will enable the club to help wherever possible.