

# VICTORIA SYNCHRO

## *Payment & Withdrawal Policy for RECREATIONAL PROGRAMS*

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### Payments:

Monthly payments are made by pre-authorized debit.

**Please note:** your Pre-Authorized Debit authorization covers automatic fee payments. **All other expenses** if any (equipment, bathing suits, etc.) will be billed to your swimmer's account. **Account statements will be sent on the 15th of each month and will only be sent if you have a balance owing.** Your statement will include instructions on how to make additional payments to your account. All invoices from your account to be paid within 30 days of statement date. If there is an overdue balance after 30 days from the date of the statement the amount owing (up to \$300) will be debited from your bank account at month's end.



### Payment Options for additional charges to your account (not monthly fees):

- ETransfer: instructions for the security question & answer will be included in your monthly account statement
- Extra payments can be sent via ETransfer at your convenience

*Please note: we will no longer be accepting cash or personal cheques for account payment.*

### Withdrawals:

A swimmer that wishes to withdraw from the club is required to give 30 days written notice to the registrar ([jennifervicsynchro@gmail.com](mailto:jennifervicsynchro@gmail.com)) and treasurer ([chris.victoriasynchro@shaw.ca](mailto:chris.victoriasynchro@shaw.ca)) of the club. Withdrawal policy applies to returning swimmers immediately following registration. Class fees are payable until the expiry of the 30 day notice period. The initial Club Registration Fee is non-refundable.

