

## **POLICY: REGISTRATION PAYMENT**



**EFFECTIVE:** March 17, 2014

**APPROVED:** March 17, 2014

**REVIEWED:** March 17, 2014

### **1.0 PURPOSE**

- 1.1 This policy is to ensure that PRSC receives payment from members in a timely manner to cover financial commitments PRSC has made in order to deliver its programs. It also allows members the flexibility to spread out the financial burden over a number of months.

### **2.0 PAYMENT SCHEDULE**

- 2.1 All program registration fees shall be paid for each registered skater. If registration fees are not paid according to this policy the skating member may be refused participation in their respective program until the registration fee is paid in full.
- 2.2 PRSC will accept cash or personal cheque for registration fee payment. Should there be an instance where NSF charges from a personal cheque are incurred by PRSC these will be added to the members registration fee and will be paid in full prior to further participation by the member.
- 2.3 PRSC will accept posted cheques to cover the cost of registration fees. Posted dated cheques will be accepted up to December 1st of the skating season. If a member chooses to provide post dated cheques, one third of the full registration fee must be paid at the time of initial registration, the remaining two thirds of the registration fee may be distributed as post dated cheques up to December 1 of the skating season.

### **3.0 ATTACHMENTS**

None