

## JUNIOR REPRESENTATIVE PROGRAM FEE POLICY

### **GENERAL**

The Melbourne Central Basketball Association (MCBA) sets fees and charges for the Melbourne Tigers Junior Representative Basketball Program on an annual basis. The fees and charges are set at an appropriate level that reflects the required resources to fund the operations of the Association in delivering its objectives. The fee includes but is not limited to VJBL competitions entry fees for preparation, grading and championship seasons, coaching expenses, mid-week and Sunday training facilities court hire and administration costs.

The Association at all times strives to maintain fees and charges at the lowest level possible to ensure that basketball is affordable to all families and members of the community.

### **POWERS**

MCBA Management has the power to set Fees and Charges under Item. 6 of the Articles of Association.

### **FREQUENCY**

MCBA Management sets the annual fees and charges as a part of the annual budget process in line with the annual financial year.

The Association's annual financial period is from 1 October – 30 September every year.

MCBA Management will aim to publicise fees and charges for the new season at the earliest possible date after the 30<sup>th</sup> of September each year.

### **PAYMENT**

All fees and charges are payable via the on-line payment gateway system.

Anyone who is unable to use or has difficulty accessing the online payment system for any reason should contact the Administrator in the first instance, to discuss their situation.

### **DEADLINE**

#### **Timing**

At the conclusion of try-outs, successful players are offered a position on a team. Upon accepting this offer, each player is then required to pay the annual registration fee to the association.

#### **Payment plans**

MCBA Management from time to time, may approve an appropriate payment plan for families who can demonstrate they are experiencing financial hardship and cannot pay the entire fee owing all at once by the due date. Such an arrangement must be requested and entered into prior to the due date and deadline of when payments are due.

Submissions for any payment plan must be made to the Junior Tigers Administrator and approved by MCBA Management.

### **VARIATIONS & DISCOUNTS**

MCBA Management from time to time may apply:

- Discounts to families who have more than one child playing in the Melbourne Tigers Junior Representative program.
- Discounts to parents/guardians who are in possession of a valid Australian Concession Card.
- Discounts to families who are experiencing financial hardship.
- Assistance to a family in need or experiencing financial hardship. Such assistance is at the discretion of MCBA Management and will be reviewed on merit or on a needs basis.

If a player is selected or appointed to a team, part way through the season, then the fee payable shall be pro-rata of the full season fee. The season is conducted over four terms and the pro-rata fee will be calculated according to the applicable term in which the player commences with their team.

### **REFUNDS**

MCBA Management at its discretion, may approve the repayment of registration fees to individual players and families who can no longer participate in the Melbourne Tigers Junior Representative basketball program during the course of a season. Each refund is subject to eligibility as determined by management, where refunds are approved generally;

If a player withdraws before Grading Phase 2 commences and a refund is approved they will be entitled to receive a refund of 75% of the full original registration fee payable minus any administration fees determined by MCBA Management e.g., PlayHQ fees and processing fees.

If a player withdraws after Grading Phase 2 commences and before the Competition Season commences, and a refund is approved they will be entitled to receive a refund of 50% of the full original registration fee payable minus any administration fees determined by MCBA Management e.g., PlayHQ fees and processing fees.

Refunds for program fees will not be approved for any player withdrawing due to a change of mind. Refunds may be considered in cases of extenuating circumstances, such as documented medical issues, relocation, or other significant and unforeseen events. Requests for refunds must be submitted in writing, along with supporting documentation, and will be reviewed on a case-by-case basis.

If a player is forced to withdraw due to a serious long-term injury, then MCBA Management may use their discretion to issue a refund to the player and family. The refund will be determined on a case-by-case basis and may include refund of contributions made towards the individual team kitty fund.

### **MID-WEEK TRAINING COURT HIRE COSTS**

The charge for Mid-Week training court costs is incorporated into the registration fees.

This fee is determined by equalising the cost of all the Mid-Week training courts across all teams in the club. All teams that train mid-week, regardless of where and for how long and whether they share a court or not, pay the same annual fee.

The calculation of this fee may be adjusted at the conclusion of grading phase 2 due to changes in the courts being hired each year and the notification of court hire rates by the organisations that administer each of the training courts.

### **OTHER TEAM COSTS**

Separate teams are responsible for the ongoing team costs of participating in the VJBL, tournaments and other team activities, whether they be on court, team bonding, social or the like.

Individual team members will be required to contribute to a team fund to pay for ongoing team expenses. This is over and above the fees and charges set by the association and to be managed by each individual Team Manager. Each Team Manager will be required to keep a record of income and expenditure related to the Team Kitty which may be called upon at any time by MCBA Management.

Any unused funds contributed to the team kitty in advance should be refunded to individual players/families, after expenses incurred up to date have been deducted.

Nomination and registration fees payable for participating into tournaments throughout the season, are the responsibility of each team separately that is participating in the individual tournament.

### **FINES**

Any and all fines that any teams receive and or is imposed upon a team for any infraction, shall be the sole responsibility of the team that incurred that fine. Fines will be required to be paid by each team out of each teams own funds.

### **IMPLEMENTATION OF POLICY**

The MCBA Board, in association with the Junior Representative Program Administrator, are responsible for ensuring the Fees and Charges policy is adhered at all times. If any family is not complying with the Fees and Charges policy, the team manager should establish why this is occurring and work with the athlete and her parents/caregivers to ensure the family is able to comply with this policy.

The MCBA Management reserves the right to suspend a player from participating if any fees remain unpaid and outstanding past the due date, and there has been no agreement reached with their parents/caregivers about the payment of fees.

### **QUERIES**

Any athlete or parent/caregiver that have a query in relation to the Fees and Charges policy should direct this to their Team Manager in the first instance. If the Team Manager is unavailable, or unable to assist with the query, the query should be communicated to the Junior Representative Program Administrator, and if required, the Treasurer of the MCBA Board.

| <b>Version Control</b>              |                                                            |
|-------------------------------------|------------------------------------------------------------|
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| Approved by:                        | MCBA Board & MCBA Junior Representative Advisory Committee |
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