



STURT SABRES BASKETBALL CLUB

Financial Fee Policy

Contents

Purpose.....	Page 2
Scope.....	Page 2
Sturt Players.....	Page 2
Setting Fees.....	Page 2
Intent to Play nominations	Page 2
Current Player Invoice.....	Page 2
New Players.....	Page 2
Fee rebate/discount.....	Page 2
Payment.....	Page 3
Invoice Due Date.....	Page 3
Late Fees.....	Page 3
Method of payment.....	Page 4
Payment plans.....	Page 4
Fee Collection.....	Page 4
Outstanding Fees.....	Page 5
Un-financial players.....	Page 5
Payment Plan Request Letter.....	Page 6



STURT SABRES BASKETBALL CLUB

Purpose

The below are guidelines for financial fee processing for each season.

Scope

Activities required for players to be deemed financial.

Sturt Players

To be considered as a Sturt Sabres Basketball Player, each player must pay their seasonal fees. Payment of seasonal fees (Summer/ Winter season) defines a player as being financial. A financial player will then be selected or allocated to a team based on Sturt Sabres Basketball Club Player selection policy.

Setting Fees

The Sturt Sabres Basketball committee shall review and set upcoming season fees and coaching discounts. This shall be completed as soon as practicable to the start of the current season and prescribed in the Fee Table held by the Club Treasurer (or nominated delegate).

Intent to Play nominations (ITP)

At the start of the summer season all players wishing to play for Sturt Sabres are required to complete an “intent to play” nomination form. For current members, these are circulated before the start of the new season, and for new members are available on our website- www.sturtsabres.com.au. The intent to play nomination enables Sturt to determine the players and teams available for the season. It also confirms that the player wishing to play for Sturt is not contractually bound to any other basketball club.

A deposit of \$50 (non refundable) is required when lodging the intent to play nomination.

Current Player Invoice

Each existing family or individual players shall be invoiced as close as possible to the start of the current season, or as delegated by the Sturt Sabres Basketball Club committee.

New Players

A new player will pay the respective seasonal fee at the time of registration for the current season.

Where a player joins part way through a current season and is able to qualify for finals, full fees apply.

If a player joins and is unable to qualify for finals, the player will only pay registration fees based on the following formula: $RR/NR \times SF$

RR = Rounds remaining for current season

NR = Number of rounds in current season

SF = Season fee for respective players age group



STURT SABRES BASKETBALL CLUB

Fee Rebates/ Discount

Coaches and Committee Members of the Sturt Sabres Basketball Club who have a child playing at the club, shall receive a discount which is prescribed in the Fee Table held by the Club Treasurer (or nominated delegate).

Families with multiple siblings playing for the club and country members may also receive a discount.

Players that stop playing during a season shall not be entitled to any rebate unless they meet all of the following criteria:

- They have been injured and are unable to play for the remaining season
- The injury has occurred before or on round 2
- A doctor's certificate is received by the club Secretary

Players who have paid for the current season and are unable to play all season due to personal reasons, may be rebated some or all of their fees at the discretion of the Sturt Sabres Basketball Club Committee.

Payment

A player is considered financial for the current season if:

- payment in full is completed by the invoice due date of the current season, or
- an authorised payment plan is entered into (please refer to the section "Payment Plans")

Fees must be received by the Treasurer (or nominated delegate) or directly deposited to the Sturt Sabres Basketball Club bank account.

Failing to meet the above means a player will not be selected for next season until payment for any previous and or current seasons have been made in full.

If a player wishes to transfer to another club any outstanding fees must be paid in full before the Sturt Sabres Basketball Club grants clearance.

Invoice Due Date

Invoices will be issued with a due date for payment that a player must pay their invoice by. This is known as the due date.

Invoices issued shall have a due date two weeks after the invoice creation date.

Late Fees

Late fees as listed in the fee schedule may be applied to a family or invoice for any season where payment has not been paid by the invoice due date. Invoices remaining open after the due date of the invoice will have a late fee applied to their invoice for season fees.

Late fees will not be applied if a player requests a payment plan to the Treasurer (or nominated delegate) prior to the invoice due date.



STURT SABRES BASKETBALL CLUB

Method of Payment

The Sturt Sabres Basketball Club will accept the following methods of payment for transactions:

- Cash
- Cheque
- Direct Credit or eft transfer ****
- Credit Card

***Note: When direct credit payment is used, the payer must include the Sturt invoice number and player surname.

Payment Plans

The Sturt Sabres Basketball Club recognises that some players may find difficulties in paying fees in full by the nominated due date. It is not the intention of the club to prevent players taking part in basketball activities, so in instances of financial difficulties the Club's Treasurer (or nominated delegate) has the discretion to accept a payment plan to assist those in need. The player, or the family who are unable to meet payment in full, will need to approach the Treasurer (or nominated delegate) to request the option by completing the payment plan request (attached as part of this policy). The payment plan offered by the player or family will need to ensure that the outstanding fee balance is completed in full before the next season's fee invoice is due. A player will be considered financial once the first instalment has been paid. However, if a payment default occurs during the payment plan period or at the end of the current season instalments are outstanding, the player will be deemed non financial and not considered for selection for playing until full payment has been made for the next season.

Fee Collection and Allocation

Any person representing the Sturt Sabres Basketball Club for the collection of fees is required to be validated by the Sturt Sabres Basketball Club committee. This delegated person would be allocated a receipt book by the Treasurer to ensure the following information is written legibly on the receipt

- Date
- Player and family name
- Invoice number
- Season that the fees are for (Winter YY / Summer YY)
- Collectors name and signature
- Payment method

This information is then transferred into the relevant information for banking (if appropriate), and recording in the financial accounting system.

Any payments are reduced firstly from the oldest outstanding amount per player. In the event of multiple siblings playing for the club, any payments for outstanding fees will be applied to the oldest outstanding amounts evenly per player until the fees are paid.



STURT SABRES BASKETBALL CLUB

Outstanding Fees

If outstanding fees do occur the Treasurer (or nominated delegate) will notify the player/family that their season fees are outstanding and may apply the late fee to their invoice.

Un-financial Players

Players who elect to not pay their season fees or default on the agreed payment plan shall be removed from their team at the discretion of the Sturt Sabres Basketball committee. A player may be reinstated if all outstanding debts have been settled.

Un-financial players shall not be included for the following or future team selection unless all outstanding fees have been paid prior to team selection.

A player wishing to transfer to another club shall not be granted clearance if any fees are outstanding.

Un-financial players shall be notified in writing by the Sturt Sabres Basketball Club informing of their exclusion from playing and amount owing.

The relevant age group and division coach and team manager will also be notified of the player exclusion from future games.

Request for a Payment Plan

