



ST PATRICK'S HOCKEY CLUB

INDOOR FEES POLICY

Purpose

The St Patricks Hockey Club (the Club) is an incorporated association under the Associations Incorporation Act 1991 (ACT) and has legal obligations in relation to the financial management of the Club.

The purpose of this policy is to support the committee in discharging these obligations and outline the structure, management and collection of fees by the Club relating to Hockey ACT's (HACT) Indoor competitions.

This policy has been created in the interests of supporting members, and ensuring transparency, fairness, and the ongoing financial sustainability for the Club.

Scope

This policy applies to all Club members, including players, as well as coaches, managers and other registered and participating individuals, for each Indoor hockey season, and to those persons having parental/carer responsibility for registered members under 18.

1. Fee Structure

1.1. Indoor Membership Fees

In addition to the annual Hockey Australia Levy, all players wishing to play in Hockey ACT Indoor competitions must pay the Club membership fee, which contributes to the operational costs of the Club.

Each year, the Executive Committee will establish and communicate prior to the commencement of the season the costs and criteria associated with fees for the Indoor season.

1.2. Due Dates and Fee Payment Deadlines

- Each year, the Executive Committee will establish and communicate due dates for fee payment.
- Players for whom fees remain unpaid after these deadlines and who have not entered an approved payment plan in line with Section 5: Payment Plans, will be managed in accordance with Section 8: Late or Non-payment of fees.

2. Payment Plans

- Members requesting a payment plan must apply to the Treasurer, via email, for approval.
- Requests must include a proposed payment schedule, specifying the start date, payment amounts, and frequency of payments. Alternatively, this may be determined by the Treasurer.
 - e.g. fortnightly payments starting DD/MM/YY for the value of \$\$\$.
- Applications for payment plans will be assessed by the Treasurer on a case-by-case basis.
- Failure by a member to fulfill the terms of an agreed payment plan will be managed in accordance with Section 7: Late or Non-payment of fees.

3. Eligibility for Refund or Reduced Fees

- Members may apply for a refund or reduced fees by submitting a written request via email to the Treasurer.
- Fee refund and reduction applications will be considered in the following situations:
 - Withdrawal from the club prior to the season commencing.
 - Injury, illness or medical or other condition that prevents participation for the majority of the season (medical documentation may be required).
 - There are circumstances deemed to be extenuating.
- All requests will be reviewed on a case-by-case basis by the Executive Committee. Decisions will be based on individual circumstances and the broader financial interests of the Club.
- Members must note that insurance and HACT and Hockey Australia levies are not refundable.

4. Financial Hardship

The club is committed to inclusivity and supporting members who may face financial difficulties while also ensuring the ongoing financial viability of the Club. As such the Club will offer payment options and reduced fees in certain situations. Members are encouraged to discuss payment options with the Treasurer as soon as possible.

5. Late and Non-Payment of Club Fees

- If fees are not paid by the key dates established by the Executive Committee and no approved payment plan is in place, the player for whom fees are outstanding may not be permitted to take the field or court until payment is resolved.
- If at the conclusion of the season fees remain unpaid, the player may be reported to Hockey Australia, HACT as unfinancial.

- Non-financial players may be ineligible to play for the Club in subsequent Indoor and Winter Outdoor competitions.
- The Club may also implement other reasonable means to obtain Club fees such as engaging a legal or other fee collection service such as a debt collector.

6. Review and Communication

- The Executive Committee will establish the fees and key payment dates each year and ensure they are communicated to members before the start of the season.
- This Fee Policy will be reviewed annually by the Club Committee to ensure it remains fair and sustainable. Members will be informed of any updates before the start of each season.

Contact Information

For questions, to apply for payment plans, refunds, or reduced fees, or to discuss fee-related matters, please contact:

Treasurer: Zanthé Sheargold

Email: treasurer@stpatrickshockey.com.au

Related Documentation

- St Patricks Hockey Club Rules

Document History and Review

	Date	Purpose of Original document / Review
Development	18/9/2025	Developed to perform the purpose outlined above under 'Purpose.' To be reviewed ahead of the 2026/27 indoor season.
Endorsement	20/10/2025	Endorsed by the Club Executive.