



"Our vision is to create a positive, healthy, life enhancing sporting experience"

OFFICE & FINANCE

Policy Title: RECREATION FINANCIAL POLICY 2022

Policy Number: 4

Date of Issue: December 2019

Date of Last Update: February 2022

Controlling Body PEAK Board and Senior Coach/Club Manager

1. PURPOSE

PEAK Trampoline is committed to fair and ethical business practices. This policy facilitates the provision of make-up sessions, credits for future training and refund of fees when an athlete is prevented by factors outside of their control, from using the PEAK trampolining services.

2. DEFINITION

2.1 Recreation program – The PEAK Trampoline recreation program offered to members engaged in recreational trampoline sports training and billed as a fee in advance for each term of training.

2.2 Tuition fee – the fee charged for participation in a recreation program for each term or part thereof.

2.3 GWA registration – the annual insurance payment is required to participate in the recreation program.

2.4 PEAK Affiliation – the affiliation fee charged to all members of PEAK Trampoline

3. POLICY APPLICATION

3.1 This policy applies to all PEAK Trampoline members who enrol in a recreation program at Peak Trampoline.

4. POLICY COVERAGE

4.1 This policy applies to all fees applied for participation in the recreation program.



"Our vision is to create a positive, healthy, life enhancing sporting experience"

5. AGREEMENT

5.1 Before participating in training in any year, a member or the member's parent or guardian is required to confirm that they have read and agree with this policy by signing the form attached to this policy or by similar advice in writing.

6. TUITION FEES

6.1 The Board reserves the right to set and to change fees at its discretion.

6.2 Tuition fees are issued 14 – 28 days prior to the invoice payment deadline which is the 1st day of the term.

7. FEE REFUNDS AND CREDITS

7.1 PEAK Trampoline will only refund fees or issue credit where a member is unable to train and a medical certificate is presented

7.2 It is at the discretion of PEAK Trampoline to issue a credit due to unscheduled club closure.

8. MAKE UP SESSIONS

8.1 Make up sessions will be provided when sessions have availability and at the discretion of the Senior Coach/ Club Manager.

8.4 A medical certificate must be produced to the Senior Coach/ Club Manager or Administration Officer for make up sessions to be allocated.

9. DELEGATION

9.1 The Board delegates to the Club Manager the power to agree credits requested under 7.2 An applicant aggrieved by a decision of the Club Manager made under 7.1 may seek reconsideration in writing by the Board of Management.

10. TERMINATION OF MEMBERSHIP AND WITHDRAWAL FROM TRAINING

10.1 A member participating in a Peak recreation program must give written notice of their intention to terminate membership or withdraw to the club one (1) month in advance unless this is due to injury. The months notice will be cancelled with the production of a medical certificate.

10.2 A member who has provided their intention under 10.1 may continue to train for that one (1) month at the coach's discretion.



"Our vision is to create a positive, healthy, life enhancing sporting experience"

10.3 If a member gives less than one (1) month's written notice the member must pay the club those fees applicable to the additional period required to constitute one (1) month's written notice.

10.4 A member must give notice of leaving at the end of the term! This is done by dropping the session on the iclass system or notifying Peak on admin@peaktrampoline.com.au or 0431409575 before the end of the term.

10.5 If 10.4 is not completed and the booking runs into the next term there will be a \$25 fee applied for each week the booking is not dropped.

10.5 Those who have their membership terminated will not be entitled to a refund.

11. DEBT RECOVERY

11.1 PEAK Trampoline may at its discretion commence proceedings or engage debt collectors to recover fees outstanding for a period in excess of sixty (60) days. The expense of debt recovery will be a cost to the member or former member and will be added to the amount of any outstanding fees.

11.2 Any athletes with outstanding invoices are unable to be transferred to other clubs until all payments to PEAK Trampoline have been received.

13. CONFIDENTIALITY

13.1 PEAK Trampoline will keep confidential the financial status and the financial records of a member except when it is:

13.1.1 necessary to reveal that information as part of a process to recover monies or other administrative process of PEAK Trampoline; or

13.1.2 required by law.