

# East Malvern Junior Football Club Registration Fee Refund Policy



## Who is affected by the Policy?

This policy applies to all members who have registered with the East Malvern Junior Football Club ("EMJFC") and paid the associated membership fee for the season.

## Registration Fee Refund Process

The EMJFC requires that all requests for registration fee refunds are received in writing:

- via email to our Club Registrar at [emjfc.clubinfo@gmail.com](mailto:emjfc.clubinfo@gmail.com); or
- via mail to East Malvern Junior Football Club, PO Box 185, Central Park VIC 3145.

Registration Fee Refund Requests need to include:

- the player's full name
- the player's date of birth
- the player's Footyweb number
- parent/guardian's name and email address used to register the player
- bank account details for the registration refund

The registration refund request will be actioned on the date received and the appropriate refund policy below will apply.

The player will be immediately removed from the EMJFC player list and will be unable to participate in all remaining training and matches with the Club for the season.

## Registration fee refund requests received before February 28

- The club will refund a player their registration fee less the GST and SMJFL Registration Fee of 3.9% only in the event the club is notified in writing (email or mail) by 28 February (or 29 February if a leap year).
- For example, \$295 less SMJFL Fee of \$11.51 (3.9% of \$295) less GST of \$25.77 ( $283.49/11$ ) = \$257.72 – in this instance the registration fee refunded will be \$258.
- Or, \$320 less SMJFL Fee of \$12.48 (3.9% of \$320) less GST of \$27.96 ( $307.52/11$ ) = \$279.56 – in this instance the registration fee refunded will be \$280.

### **Registration fee refund requests received on or after March 1, 2022 and before the first official Club training day**

- Where EMJFC receives a written registration fee refund request on or after March 1, 2022 and before the first official Club training day on Wednesday, March 30 2022, the member will be entitled to a refund of the player registration fee less the South Metro Junior Football League fee of 3.9%, GST and player registration fee of \$55 (inc. GST).
- The 2022 Early Bird registration fee is \$295 less the above-mentioned costs - this equates to a refund of \$203.
- The 2022 standard registration fee is \$320 less the above-mentioned costs – this equates to a refund of \$224.

### **Registration fee refund requests received on or after the first official Club training day**

- Where the club receives written (email or mail) notification from the first pre-season training day onwards ie March 31 2020, the club will charge a 50% processing fee (GST inc) regardless whether the player plays 1 game, 3 games, 5 games, etc.

### **Registration fee refund requests on compassionate grounds**

- The only time where the club considers a full refund ie \$295 or \$320 to a player is financial hardship or for compassionate grounds eg immediate family member death.
- The amount to be refunded to the player will ultimately be decided by the Committee of Management.

### **Policy review**

This Policy is effective for Season 2022 of the East Malvern Junior Football Club.

This Policy will be monitored & reviewed every year by the Committee and updated where appropriate.