

# **PAPAMOA FOOTBALL CLUB - FEES PAYMENT POLICY**

## **Policy**

The club has a 'no pay, no play' policy. In order to be fair to all members, we have to adhere to a strict policy of requiring all fees/subs to be paid at the time of registration.

## **Process**

Player registrations are made via Friendly Manager, which links with Comet the NZ Football online national database, this includes compulsory payment of fees prior to completion/confirmation/acceptance.

## **Procedures**

Registering members log on to Friendly Manager.

The online registration form is completed, the appropriate subs product chosen, and online payment made.

Finally, the club's administrators confirm (or decline) the registration, and registration is then complete (unless declined).

Where special circumstances exist, the club's administrators can register a player without online payment being made.

## **Payment Plans**

In some cases, a payment plan may be required to pay fees. These will be accepted at the time of online registration but will incur additional administration fees.

Senior Fees must be paid in full by June 30th as per PFC constitution

Junior / Youth fees must be paid in full by July 31st as per PFC constitution

## **Life Members**

Life members are not required to pay fees, however, they are required to complete the manual registration form if playing and submit to the club treasurer.

## **Unpaid Fees**

If for any reason a player has outstanding fees at the end of the season, they will be red flagged in the Comet database and will not be able to register with PFC or any other club until full payment is received.

Players who have been Red Flagged at the completion of the prior season (due to unpaid fees) will be unable to have further time payment options in subsequent seasons. Future registrations must be paid in full at the time of registration, time payment will not be accepted.

## Refund of Fees

Please see Refund of Fees Policy.

Approval Date:19/11/2023

Approval Signature: 

Approval Name and Position: Rob Schoonderwoerd, Secretary

Ref: PFC P05

Review Date: 01/06/2025

