



# Halton Hawks FC – Club Payment & Refund Policy

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Rev 3 – Changed Logo



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## 1. Payment Options

- Fees may be paid in full at the time of registration or through an approved **Halton Hawks Payment Plan**.
  - Accepted payment methods include credit card, e-transfer, or cheque.
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## 2. Refunds

### 2.1 General Refund Policy

1. A paid registration fee shall be **fully refunded** in the event the Club is unable to field a team. No administrative fee shall be withheld in this case.
2. A paid registration fee shall be **partially refunded (pro-rated)** if a player withdraws due to medical reasons within 14 days of the injury occurrence. Medical documentation and an Incident Report must be provided. Any refund requested due to player injury will be considered at the sole discretion of the Club.
3. A paid registration fee shall be **partially refunded (pro-rated)** if a player's family is transferred to another city, province, or country (proof of transfer required). Any refund requested due to family transfer will be considered at the sole discretion of the Club.
4. There will be **no refund or transfer of registration fees** from 14 days before the program start date for the respective seasons (**Fall/Winter, Summer**).
5. Please refer to the official program outline for start dates and refund/transfer deadlines. The cost of player uniforms and player processing shall be deducted from any approved refund request. The uniform shall remain the property of the player.
6. Subsequent to accepting a place in **any Halton Hawks Competitive team** through the registration and payment process, **no refund will be issued** if a player or parent later disagrees with the player's coach, team, or tier placement.
7. There will be **no refund or transfer** of a registration fee if a player is suspended or expelled under Ontario Soccer or Club discipline policies or codes of conduct.
8. **Season Commitment:** Registration fees are charged **per season**. If a player withdraws after the first official league game has been played, the **full registration fee remains payable** and no refund shall be issued, except as outlined above.

### 2.2 Camps & Clinics Refund Policy

1. There will be **no refund or transfer of registration fees**:
  - 14 days prior to a P.A. Day Camp
  - 14 days prior to March Break Camp
  - 14 days prior to the registrant's week of **Summer Camp**



- 14 days prior to the start date of any clinics, courses, or specialty camps  
Please refer to the specific camps/clinics website pages for start dates and refund/transfer deadlines.
  - 2. Refunds requested **prior to the above deadlines** will be processed, minus the Club's set administrative fee.
  - 3. A paid registration fee shall be **fully refunded** in the event the Club is unable to field a camp or clinic or provide a suitable program alternative. No administrative fee shall be withheld in this case.
  - 4. A paid registration fee shall be **partially refunded (pro-rated)** if a player withdraws due to medical reasons within 14 days of the injury occurrence. Medical documentation and an Incident Report must be provided. Any refund requested due to player injury will be considered at the sole discretion of the Club.
  - 5. A paid registration fee shall be **partially refunded (pro-rated)** if a player's family is transferred to another city, province, or country (proof of transfer required). Any refund requested due to family transfer will be considered at the sole discretion of the Club.
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### 3. Financial Obligations & Enforcement

#### 3.1 Payment of Fees

All registration fees and related charges are due in full by the published deadlines or in accordance with an approved payment plan. By completing registration, the parent/guardian (or player, if over 18) enters into a binding financial agreement with the Club.

- **Season-Based Fees:** Registration fees are charged **per season (Fall/Winter or Summer)** and not on an annual basis.
- **Exclusions:** Any additional fees for tournaments, clinics, tryouts, or other activities not directly related to Club programming are **not included** in the registration fee.
- **Uniform Fees:** Player uniforms are mandatory, billed separately from registration fees, and must be paid in full at the time of ordering.
- **Season Commitment:** If a player withdraws after the first official league game has been played, the **full registration fee remains payable**, and no refund shall be issued except as outlined in Section 2.

#### 3.2 Payment Plans

If families opt to exercise the **Halton Hawks Payment Plan**, the following terms apply:

1. A **50% deposit** of the total registration fee is due at the time of registration.
2. The remaining balance will be divided into **three equal installments**, payable on the **1st of each month** for the following three months (unless another written arrangement has been approved by the Club).
3. Each installment must be paid by its specified due date.
4. A missed or late installment will render the account **delinquent** and subject to the same enforcement actions outlined in Section 3.3.
5. If an installment remains unpaid for more than **15 calendar days**, the **entire remaining balance** shall become immediately due and payable.



6. Accounts in default may be referred to a collections agency or legal counsel, and the parent/guardian (or player, if over 18) shall be responsible for all associated costs, including administrative fees, late fees, interest, collection fees, and legal costs.

### 3.3 Overdue Accounts

Any balance not paid within **15 calendar days** of the due date shall be deemed **delinquent**.

### 3.4 Consequences of Non-Payment

The Club reserves the right to take the following actions against delinquent accounts:

1. **Immediate suspension** of the player's eligibility to participate in all Club activities, including training sessions, matches, tournaments, and events, until the account is settled.
2. **Withholding of player release documentation**, as permitted under Ontario Soccer policies, until the account balance is paid in full.
3. **Assessment of late fees and/or interest charges** at a rate of 7% per month on any overdue balance.
4. **Referral to a collections agency or legal counsel** for recovery of the outstanding balance. All costs associated with such recovery efforts, including but not limited to collection agency fees, court costs, and reasonable legal fees, shall be added to the account holder's balance and shall be the sole responsibility of the parent/guardian or player.

### 3.5 Refunds and Credits

Any refund or credit issued to an account will first be applied to outstanding balances before any disbursement is made to the account holder.

### 3.6 Acknowledgment of Responsibility

By registering, the parent/guardian (or player, if over 18) acknowledges and agrees that they are personally and financially responsible for all fees incurred, and that failure to meet these obligations may result in suspension, denial of services, and legal action.

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## 4. Player Release Policy

- Players with outstanding balances will not be released to another club or organization until all fees are paid in full.