



# FEES POLICY

## **Purpose**

This policy outlines the fee structure, payment terms, and refund conditions for participation in programs at Hornsby RSL Gymnastics. Our aim is to ensure fairness, clarity, and consistency for all families.

## **Fee Structure**

- Term Fees: Are charged on a term basis and must be paid in full before the first class of each term.
- Registration Fee: A compulsory, non refundable annual registration and insurance fee is payable at the start of each calendar year. This covers the following:
  - GNSW registration and insurance - if you are transferring from another registered gymnastics club during the same calendar year you will not need to pay this part of the registration fee.
  - Hornsby RSL Club Junior Membership
  - Club Admin fee
- Other Fees : Include competition fees, uniforms, holiday programs, or special events. These will be communicated in advance.

## **Payment Terms**

- Payment is due in full before the start of the term unless a payment plan has been arranged.
- Payments can be made via our online portal and Visa, Mastercard and Bank accounts payments are accepted.
- Please note the following fees are charged by our provider for all payments: Visa or Master card 1.97% + 33c and Bank account: 88 cents

## **Late Payments**

- A late fee may apply if payment is not received by the due date.
- Failure to pay fees may result in suspension from classes until the account is settled.
- Families experiencing financial difficulty are encouraged to contact us to discuss a payment plan.

## **Refunds & Credits**

- **No refunds** will be given for change of mind, missed classes, or withdrawals during the term unless under exceptional circumstances (e.g., medical reasons with documentation). Written notice is required for withdrawal from a program and is subject to a 25% administration fee.
- Make-up classes may be offered, subject to availability and club policy. These must be booked via the office and can only be used in the current term (not transferrable).
- In the case of injury or extended absence, credits or partial refunds may be considered at the club's discretion and must be made in writing.
- No refunds, returns or credit will be given for holiday programs and events.

## **Club Rights**

- Hornsby RSL Gymnastics reserves the right to make adjustments to fees, schedules, or policies. Any changes will be communicated in advance.
- In the event of forced closure (e.g. government restrictions), credits or makeups may be offered.