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WORPLESDON RANGERS FC: SEASON 2016-2017

MEMBERSHIP PAYMENT PLAN TERMS AND CONDITIONS

1. About WRFC Payment Plans

- 1.1 A Payment Plan allows a Member to spread the cost of a player's annual Membership Fee across several months, instead of paying the total sum owed to the Club at the outset of the season
- 1.2 Payment Plans are offered to Members at the sole discretion of the Management Committee
- 1.3 All Payment Plans will be managed by our Treasurer, not by the player's Team Manager or Team Rep
- 1.4 Every effort will be made to ensure confidentiality. Payment Plans can only be accessed by the Club Treasurer, Club Secretary or Chairman, on a strict 'need to know' basis.

2. Setting Up A Payment Plan

- 2.1 Payment Plans must be applied for by **10th September 2016**. If no Payment Plan application has been received by this date, the Club will assume that the full Membership Fee will be payable by the 10th September 2016 (or by 26th November in the case of Reception and U6 Mini-Rangers)
- 2.2 Payment Plans can be set up by contacting the WRFC Club Secretary, Clare Jones, at clare.jones@wrfc.club or on 07941 751243
- 2.3 A brief discussion will confirm both the total amount payable and the staging of payments
- 2.4 The agreed Payment Plan will be confirmed in writing; one copy will be sent to the parent/guardian and one retained by the Club for its records
- 2.5 A completed copy of the Player Registration Form (the PRF is downloadable from www.wrfc.club) and the initial plan payment (made via cheque, bank transfer or cash) must then be forwarded to the Club Treasurer
- 2.6 Once the PRF and the initial payment have been received and the details of the Payment Plan confirmed, it will be considered activated and the player's league registration card released to the Team Manager
- 2.7 A receipt will be issued acknowledging the initial payment and the Payment Plan signed accordingly.



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3. Fulfilling A Payment Plan

- 3.1 The Payment Plan will comprise the initial minimum payment of 25% of the total Membership Fee payable (due in September), plus up to three further monthly instalments to fulfil the plan
- 3.2 These instalments fall due on **1st October, 1st November and 1st December 2016**
- 3.3 Receipts will be issued acknowledging each staged payment and the Payment Plan updated accordingly
- 3.4 The monthly payment schedule agreed as the basis of a Payment Plan must be adhered to for the player's Club and League membership to remain valid
- 3.5 A Payment Plan must be paid in full no later than **1st December 2016. There are no exceptions to this date**
- 3.6 Please note that a Payment Plan only relates to the player's membership of Worplesdon Rangers FC and does not include additional charges for which separate payment must be made, such as League registration fees, weekly match subs, all-weather pitch hire charges, League fines, tournament and tour entry fees etc.

4. Non-Fulfilment of Payment Plans

- 4.1 The WRFC Management Committee has a constitutional obligation to its Members to ensure that the Club's finances are managed responsibly - and as such will operate a strict '**no pay, no play**' policy in terms of its membership and registration policies
- 4.2 Although the Club will act sympathetically to genuine hardship cases, should an agreed Payment Plan schedule not be adhered to, WRFC reserves the right to withdraw a player's league registration card and/or suspend their Club membership on either a temporary or a permanent basis as it sees fit
- 4.3 WRFC also has a responsibility to notify the football authorities of any Member who chooses to leave the Club owing money, kit or equipment that is the rightful property of Worplesdon Rangers FC
- 4.4 Decisions regarding suspension of membership due to non-fulfilment of a Payment Plan may be subject to appeal. Appeals should be made in writing to the Club Secretary within 14 days of any notified suspension.



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WRFc MEMBERSHIP PAYMENT PLAN 2016-2017

PLAYER NAME	AGE GROUP/TEAM	MANAGER	PARENT/GUARDIAN	ADDRESS	TELEPHONE	EMAIL	TOTAL FEE DUE £	PLAN SET-UP DATE

2016-2017 MEMBERSHIP FEE PAYMENT SCHEDULE AGREED

STAGE	AMOUNT DUE (£)	AMOUNT PAID (£)	DATE PAID	RECEIPT NUMBER	BALANCE O/S (£)	PARENT SIGNATURE	COMMITTEE SIGNATURE
INITIAL SEPTEMBER PAYMENT (25% of total fee due)							
1 ST OCTOBER 2016 PAYMENT							
1 ST NOVEMBER 2016 PAYMENT							
1 ST DECEMBER 2016 PAYMENT							