



**ESPANOLA MINOR HOCKEY ASSOCIATION  
Registration, Payment and Refund Policy**

**July 6, 2017**

**1. PAYMENT of REGISTRATION FEE:**

The registration fee must be paid in full by the due date specified in the payment agreement signed at registration. Payment must be in the form of accepted credit cards, cheque, or cash. EMHA reserves the right to require payment by certified cheque or money order in certain circumstances. Refer to the "Returned Cheques" section below.

**2. PAYMENT OF PAST OBLIGATIONS:**

All amounts due to EMHA from the previous year must be paid in full before registration for the following season can occur. EMHA reserves the right to require payment by certified cheque or money order in certain circumstances. Refer to "Returned Cheques" section below.

**3. LOANED EQUIPMENT**

Players who have failed to return loaned equipment (jerseys, goalie equipment, etc.) from the previous season are barred from registration until the loaned equipment is returned or monetary fine is paid as set out in the "Equipment Policy".

**4. REFUNDS**

All refunds will be subject to a \$75.00 administration fee which includes the cost incurred by EMHA for the NOHA player card.

No refunds will be given after October 1<sup>st</sup>, except when the player's resignation is a result of:

- a) A player having registered for a team that is not iced.
- b) An injury or medical condition that prohibits a player from playing (a doctor's certificate maybe required for any refund citing medical reasons/injury).
- c) A player moving out of Espanola.
- d) A first year player of any age not wanting to continue playing hockey prior to their 4<sup>th</sup> practice.



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In the case of either of these situations, the EMHA treasurer will calculate the refund amount based on the costs incurred up to the date of the refund being issued.

Circumstances which would not be considered favourably in determining whether a player is entitled to a refund include disagreements with coaching staff, disputes with teammates or parents of teammates, dissatisfaction with the EMHA program, and similar occurrences.

In the event that a player wishes to apply for a refund, the player must be submitted in writing to the Associations Secretary/Registrar. This request must be dated and signed by the parent/guardian who registered the player and contain the reason for requesting the refund. Any request for refund not covered by items (a), (b), (c), or (d) above must be approved by the Espanola Minor Hockey Executive Committee. Requests will be reviewed at the next scheduled Executive meeting.

Late registration fees are non-refundable.

Any player suspended by the EMHA, NOHA, OHF or Hockey Canada is not eligible for a refund.

Refund requests for registrations paid by deposited cheques will not be issued until verification that the cheque has cleared can be obtained. Other than above please allow four (4) weeks from receipt of written request for refund for processing of refund.

Receiving a refund from the Association does not necessarily entitle the player to a release. Releases will be dealt with as per NOHA's player release policy.

### **5. RETURNED CHEQUES**

To minimize such occurrences and compensate the organization for the administrative and financial complications caused by returned cheques, the following policies are in effect:

- The fee for cheques that are returned to EMHA for any reason (e.g. insufficient funds, lack of signature, account closed, mismatched numbers, etc.) is \$25.00. Refer also to section 6 below.
- No player whose registration fee payment was returned will be permitted to skate until the original payment amount plus the \$25.00 returned



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cheque fee is paid by certified cheque, money order, credit card, or cash only.

- EMHA reserves the right to require a certified cheque, money order, credit card, or cash as payment of registration fees in those cases where previous payments have been returned by a financial institution for the reasons cited above.

**6. LATE PAYMENT FEE:**

EMHA will assess a \$50 late payment fee for any registration that occurs following the last scheduled registration date.

**7. NO ICE**

No player will be allowed on the ice for practices or games, tournaments and playoffs included, until registration is complete; all required forms are received by EMHA and all registration fee payments are current.