



# OCEAN GROVE FOOTBALL & NETBALL CLUB

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<http://www.oceangrofefnc.com.au>

ABN 48 504 726 015

All Communications to;

The Administrator

PO Box 188

Ocean Grove Vic 3226

## **Purpose:**

To provide a fair and equitable system for refund of membership subscriptions for all members of the Ocean Grove Football Netball Club.

## **Scope:**

Applicable to all Ocean Grove Football & Netball Club fee paying members.

## **Policy:**

Football and netball playing members will be refunded all monies paid to the OGFNC excluding any insurance and administration costs prior to the first round of the season. After this point in time, OGFNC will not refund any fees paid except in extenuating circumstances.

Social club members will not be refunded any monies after payment is received except in the instances of:

- Becoming sponsors
- Becoming Coterie members

The refund to social members will be equivalent to their initial subscription and may be offset against their increased liability to the club.

## **Procedure:**

All requests for refund are required to be submitted in writing to the Director of Finance of the OGFNC explaining the reason(s) a refund is being sought.

In any claim of extenuating circumstances, the Director of Finance will discuss the refund issue with the Director of Netball or Director of Football. The Director of Finance will report back to the OGFNC full committee.

The outcome of any application for refund under extenuating circumstances will be determined by the full committee of the OGFNC.

## **Definitions:**

Administration Fee for the current season is \$20.00

Extenuating circumstances will not be considered after the completion of round four.

Ratified by the OGFNC committee:

Date: February, 2014