



# GASC Club Policy

## PAYMENT OF EXTERNAL GALA FEES

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### Introduction

Guisborough ASC currently operates on the basis whereby external gala fees are paid by the Club upon entries being accepted by the gala host. Members are informed in advance of the cost per swim and, as such, are aware of the financial commitment they are making when opting to compete in galas.

It is important that the Club does not suffer financially in instances where a swimmer is unable to swim due to illness or other reasons. The gala host will have a refund policy that sets out the conditions that must exist before gala fees will be reimbursed.

This policy sets out the responsibilities of the Club and its members with regards to payment of external gala fees.

### Responsibility of the Club Committee and Head Coach

- GASC will advertise external galas to its members (via Spond) where possible no less than one month prior to the date of the event
- GASC will provide the details to its members of the gala host's refund policy in the event that the swimmer is subsequently unable to compete
- GASC will make clear the cost per swim when advertising the gala to its members
- GASC will add an additional admin fee of £2.00 per entrant in order to contribute towards the cost of Coach poolside passes
- GASC will advise members when their entries have been accepted by the gala host
- GASC will pay the gala fees on behalf of its members to the gala host to secure the gala entries

## Responsibility of the Club Members and Parents/Guardians

- If the swimmer is under 18, their parents/guardians must commit, preferably via Spond, their intention to enter the gala prior to the entry submission date that will be advised by the Head Coach of GASC
- In doing so, members and their parents/guardians are committing to pay the gala entry fees, together with the £2.00 admin fee, if the swimmer entry is accepted by the gala host.
- In the event that illness or other reason prevents the swimmer from attending the gala, direction will be taken from the gala host regarding the process for applying for a refund of gala fees. Whilst the Club will assist where it can, it is the responsibility of the members and their parents/guardians to provide any required documentation to support their application for a refund
- Upon the swimmer's gala entry being accepted by the host, it is the responsibility of the member and their parents/guardians to settle promptly the gala entry fees following the request to do so being issued by the Club, regardless of whether or not an application for a refund has been submitted to the gala host
- In the event that a refund application is successful, the Club will subsequently reimburse the gala entry fees to the members or their parents/guardians