

## 2010 Federal Way Master's Membership Payment Policies

Standard monthly rates are not changing in 2010. They have remained unchanged since 2008. Fund raising events, such as the Men and Women of Steel picnic and PNA Champs, will augment dues to pay increased coaching and pool costs in 2010. Tri-time clinics will continue to augment dues and attract new swimmers.

2010 Standard Rates are:

- \$60 for Basic (2 swims/week)
- \$70 for Unlimited (3+ swims/week)
- \$15 Drop-in (Punch Card \$60 for 5 swims)

The team has grown substantially and has over 100 members. It is necessary to run the Club as a small business and establish policies that are known and applied to all members.

### Payment Options

1. **Recurring credit/debit card** is the preferred payment method. The monthly transaction will be made on the 1st of each month.
2. **Cash or check payments** will continue to be accepted. Payments are due on the 1st of the month. If payment is not **received** by the 15th, a \$10 late fee will be assessed. If full payment is not received by the beginning of the following month, swimming privileges will be revoked. A monthly invoice will be sent to remind you that your monthly payment is due. Make checks payable to Federal Way Masters. If you pay in cash, please write a short note so that it will be credited correctly to your account. You may give your payment to the coach or mail to: Federal Way Masters, PO Box 24083, Federal Way, WA 98093.

### Cancellation/Refund Policy

NOTIFY Federal Way Masters' Treasurer by email [FWMTreasurer@comcast.net](mailto:FWMTreasurer@comcast.net) to cancel/change your account **BEFORE the 15th of the month to change/cancel the following month**. For example, notification is required by January 15th to change/cancel February. Otherwise, you will be charged for the next month. This applies to all payment types (credit card/check/cash).

**Refund of monthly dues for serious injury, illness or family emergency only.** Requires approval by the Board. **No refunds on Punch Cards.**

**Privacy** - All information is confidential and on a secured network. We do not share or distribute information.

**Scholarship Fund** of \$2,000 was approved at the 2009 Annual Meeting to help swimmers experiencing financial difficulty pay for swimming. The scholarship request form is available on [www.FWMasters.com](http://www.FWMasters.com). Each request is for three months and may be renewed by submitting another request, if needed. The request is confidential with only the Board and coach knowledgeable of the request.

**USMS Registration:** Each swimmer is responsible for paying Annual Dues to US Master's Swimming (USMS). This provides liability insurance. You must register every year and pay the annual fee (\$42 in 2010). Registration is available on USMS ([www.usms.org](http://www.usms.org)) or PNA ([www.swimpna.org](http://www.swimpna.org)) websites. You may also register for USMS when you login to FW Masters Team Registration.

January 1, 2010

**New swimmers** are offered a one week trial at no charge. If they decide to join, they must register with USMS and Federal Way Masters team online. If a new swimmer wants to join after the 15th of the month, the first month will be pro-rated (\$30 or \$35) for that month only and must be paid with cash or check.

**Volunteer** work for Federal Way Masters is good way to keep monthly fees from increasing. Consider donating time/food/raffle items to PNA Champs in April and Annual Men and Women of Steel picnic in September.

**Board Members** contribute a significant amount of time and effort to keep the team functioning and improving. At the 2009 Annual Meeting, the member voted to offer Board Members one free month of dues each year. The free month will be the 12th month of the year, assuming that they have served on the Board the entire calendar year. In addition, the Treasurer receives complimentary dues each month for the considerable time and effort he/she provides. The webmaster/chief communicator receives a 50% reduction in dues each month. Special dues for the Board members and webmaster are used as an incentive to encourage qualified candidates to run for Board Member positions. If you are interested in being on the Federal Way Board, you are encouraged to attend Board meetings and to let your interest be known to any Board Member or the Nominating Committee which convenes in October to identify candidates for the following year.

If you have any questions, do not hesitate to contact me.

Regards,

*Judy Williams*

(206) 242-7802

Federal Way Masters Treasurer

[FWMTreasurer@comcast.net](mailto:FWMTreasurer@comcast.net)