



OCEAN GROVE FOOTBALL & NETBALL CLUB

www.oceangrofefnc.vcfl.com.au

ABN 48 504 726 015

All Communications to;
The Administrator
PO Box 188
Ocean Grove Vic 3226

Purpose:

To ensure that there is a fair and equitable process of membership monies being refunded to Ocean Grove Football Netball Club (OGFNC) members.

Scope:

All Ocean Grove Football Netball Club members

Policy:

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

Procedure:

Football members will be refunded all monies paid to the OGFNC excluding any insurance and administration costs prior to the first round of the season except in extenuating circumstances. Netball members will be refunded all monies paid to the OGFNC excluding any insurance and administration costs prior to the first round of the season 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.

All requests for refund are required to be submitted in writing to the Director of Finance of the OGFNC explaining the reason for a refund.

In extenuating circumstances the Director of Finance will discuss the refund with the Director of Netball or Director of Football.

Definitions:

Administration Fee for the current season is \$20.00

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

Any application for extenuating circumstances will be considered by the full committee of the OGFNC.

Ratified by the OGFNC committee:

Date: