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## BUDD BAY RFC POLICY MEMORANDUM


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**TO:** BBRFC  
**FROM:** DAN SMITH, PRESIDENT  
**SUBJECT:** ANNUAL DUES SCHEDULE  
**EFFECTIVE DATE:** 8/1/07

This policy memorandum sets forth the member dues payment schedule for each year. The dues structure shall be updated annually, as necessary, to meet financial goals and obligations.

	Rate	Payment Due Date	
		1 <sup>st</sup> Half	2 <sup>nd</sup> Half
New Senior Player (1 <sup>st</sup> Season Only)	<b>\$75</b>	Prior to first match	
Senior Player Renewable annually on September 15.	<b>\$250</b>	September 15 <sup>th</sup> or prior to first match (\$250.00)	February 15 <sup>th</sup> or prior to first match (\$125.00)
U19 Player	<b>\$125</b>	February 15 <sup>th</sup> or prior to first match	
Supporter (General membership)	<b>\$75</b>	\$75 annually, renewable September 15 <sup>th</sup> .	

Membership Dues are divided in approximately the following way:

Costs Per Season		Notes
<i>Social Costs</i>	30%	Estimated 4 home matches per season
<i>Team Registration Fees</i>	15%	USA CIPP, PNRFU, WYR, etc.
<i>Operational Costs</i>	55%	Fields, PNRRS, equipment, administration, recruitment, tournament fees, etc.

1. All players are responsible for maintaining a valid USA Rugby CIPP registration. Budd Bay RFC will register all new and returning players, as needed. Registration fees will be added to each member's account.
2. All players must wear official club shorts and socks as part of the team uniform during all Budd Bay RFC matches.
3. Membership dues include costs for match socials.
4. U19 Boys and U19 Girls membership dues include payments for institutional dues (USA Rugby CIPP, Washington Youth Rugby, etc.).
5. Members may opt to set up a payment plan that automatically deducts from a checking or credit card account. All payments will be made online via PayPal®

will include a minimal service charge, not to exceed 5% of the total purchase cost.

6. Potential members/recruits may train with Budd Bay RFC for a limited time, not to exceed two (2) weeks. **Under no circumstance will a non-member be permitted to participate in any match, or train beyond the two (2) week trial period without satisfying membership and CIPP requirements.**
7. It is the player's responsibility to submit membership dues before active participation in club activities. **Under no circumstances will a player be permitted to participate in any match or training without complete payment of membership dues or creation of an automatic withdrawal plan.**
  - a. In the event a player cancels an automatic withdrawal plan, the player has five business days to pay the remaining balance or make other arrangements with the club Treasurer and Team Management.
  - b. A player making such payment arrangements will be permitted to participate on a probationary basis, so long as repayment obligations are routinely met. Player will be considered "In Repayment"
  - c. If payment is not made, the player is considered "Not In Good Standing" and not permitted to participate in any club-sponsored activities.
8. Supporter, or General Membership, dues are for those individuals that do not actively play/coach on any team, yet participate as an administrative, social capacity or spectator. Members may participate in social functions and shall receive regular club updates. When offered, members receive member discounts on official club merchandise.
9. In general, Budd Bay RFC does not issue refunds of dues or CIPP payments. Requests for reimbursement due to extraordinary circumstances will be considered on a case-by-case basis.