

The Kent Skating Club Ice Reservation and Fee Guidelines 2010-2011 Skating Season

1. Definition of Sessions:

- a. **Open General:** All Skaters including LTS skaters level 1 and above permitted. LTS skaters below level 4 must be in a lesson with coach for 30 minutes of the session.
- b. **General:** All Skaters including LTS skaters who have passed level 4 and above permitted.
- c. **Club Free:** available to skaters meeting the minimal club requirements - see the attached new member form for information.
- d. **Moves:** All Skaters including LTS skaters who have passed level 4 and above permitted.
- e. **Limited Free:** Skaters must have passed the pre-preliminary moves test to be eligible to skate on this session.

2. New Members:

New members who wish to skate on a club free session must have passed the USFS Pre-Preliminary Freeskate Test or have a New Member Authorization form on file. This form is attached to this packet. LTS skaters level 4 and above are permitted on General sessions. LTS skaters below level 4 may skate on Open General sessions only, and only if having a lesson for 30 minutes of the session.

3. Schedule Adjustments:

Ice reservations are made for the entire season. (University students may request a one-time change in their contract between semesters if a change in class schedules conflict with their current skating schedule. Such requests must be submitted in writing to the Administrator no later than Dec. 1, 2010 and must include a copy of the class schedule. Such adjustments will take effect in January 2011.)

- Additions to your schedule may be made at any time providing ice is available.
- The Board of Directors will consider other requests for schedule changes on an individual basis.
- Sessions may be dropped only if there is a waiting list for that session.
- Failure to fulfill your contract will result in loss of good standing with the Kent Skating Club and US Figure Skating.

4. Refunds & Fee Adjustments:

Requests for refunds or adjustments in fees due to extended illness or injury must be accompanied by a physician's document. Requests shall be directed to the Administrator and acted upon by the KSC Board of Directors. There are no refunds for occasional missed sessions due to competitions, school conflicts, vacations or common illnesses of less than three weeks duration. Adjustments may be requested for serious illnesses and injuries. Such requests must be accompanied by documentation from a physician to be considered by the board. Once a skater has returned to the ice, future absences will be considered as new and separate instances.

5. Make Up Coupons:

Make up coupons will be issued in September. Skaters will receive one coupon for each session purchased to help cover an occasional missed session. Skater must miss a session before using a makeup coupon. Further details about the procedure for using make up coupons will be provided with the coupons.

6. Ice Fee Payments:

Ice payments are made monthly. The payment amount is calculated by dividing the total of the skater's ice contract by 9. **Payments are due on the 15th of each month with the first due with your ice contract and the last on April 15th.**

7. Late Payments and Returned Checks:

A \$25.00 late fee will be assessed for payments received more than 7 days following the due date. Any skater still in arrears 10 days after the due date will be excluded from the ice until all past due payments and fines have been received. Skaters who are excluded from club ice may not participate in other club functions during that time.

A skater's account will be assessed at the current bank rate for non-sufficient funds (NSF) plus a \$10.00 service charge for any checks returned to the club. NSF checks will be considered late payments and treated as such.

8. Payment Adjustments:

Any requests for changes in payment dates, monthly payments, decreases in contracted ice times, assessment waivers or other such matters must be made in writing to the Board of Directors of the Kent Skating Club. They may be addressed to the administrator or a club officer.