



# MONTAGU & NORTH FENHAM FOOTBALL CLUB

## SUBSCRIPTION POLICY

**Membership fees to be collected 1st of each month** (or nearest match / training session) starting July - April. All players will be paying membership fees one month ahead.

**At 4 weeks late** - manager to discuss with parent / carer (in person or by phone).

**At 6 weeks late** - a letter sent home requesting payment of arrears and informing parent / carer of their agreement to pay membership fees, on behalf of Chairman / Committee.

**At 8 weeks late** - meeting to be held between parent / carer and club officials (excluding officials linked to the players team) and the following options offered:

- Cash payment of all outstanding membership fees.
- Direct Debit payment scheme to be set up for remaining months, to include a payment plan to recover arrears.
- Payment plan for arrears.

(These options can be offered at any point in the season to any player however those 8 weeks / 2 months late with membership fees will be required to adhere to one of the options except in exceptional circumstances and at the discretion of the committee).

**At 10 weeks late** - player to be suspended from training and matches.

Committee meeting to be held to consider player remaining with club.

Membership fee collectors to hand membership fees to manager or club official. All players owing money to be flagged up to the club official to enable them to begin actions and monitor payment as required.