



Arnprior Minor Hockey Association
P.O. Box 372, Arnprior, ON
K7S 3L9

AMHA Registration Policy

The purpose of this policy is to define the AMHA registration periods, deadlines for payment of registration fees, how delinquencies are handled, and actions AMHA may take in the event fees are not received by the deadline.

AMHA Registration Periods

AMHA registration periods are as follows:

DATES	REGISTRATION PERIOD	INCENTIVE or PENALTY
June 15-July 31	Normal	
Aug 1-Aug 31	Late	Late fee of \$150
September 1	CLOSED	Registrations are considered on a case-by-case basis. Entry is not guaranteed! Although every effort is made to accept all players there may be a wait list.

AMHA Registration Fees

- Registration fees are determined by the AMHA board prior to June 1st.
- The preferred method of payment for registration fees is by credit card through AMHA's online Hockey Canada portal.
- Registration Fees paid by Credit card can be paid in full at the time of registration or they can be spread out in 4 installments (date of Registration, August 1st, September 1st and October 1st. If you register after August 1st, you will have to pay the first 2 installments at the time of registration).

Deadline for Payment of Registration Fees

- The deadline for complete payment of AMHA registration fees is November 1st.
- Registration fees not paid by this date without a previously agreed alternate payment arrangement will be considered overdue and/or delinquent.

Alternate Payment Arrangements

- In special circumstances members may request alternate arrangements for payment of registration fees.
- At the discretion of AMHA a customized payment plan may be created (for example, payment of outstanding balance after a subsidy has been applied).
- Alternate payment plans are considered on a case-by-case basis.
- Generally, the same payment deadline applies to alternate payment plans, but these plans may progress past the November 1st payment with prior approval.

Financial Assistance

- Financial assistance for registration fees may be provided by Canadian Tire JumpStart or Renfrew County KidSport programs.
- Financial assistance may be provided by AMHA at the discretion of the President (see AMHA Financial Assistance Policy on the AMHA website).

Overdue and Delinquent Accounts

- Accounts with an outstanding balance after November 1st are considered overdue.
- AMHA Treasurer or Registrar(s) will attempt to contact and work with members to resolve overdue accounts in a timely manner.
- Accounts with an outstanding balance after November 30th are considered delinquent.
- Actions that may be taken to resolve delinquent accounts include:
 - Contacting the player's parents/guardians by telephone;
 - Requesting assistance from the division convener, team coach, and/or manager;
 - Restricting player(s) from participating in games and/or practices (i.e. declaring the player ineligible);
 - Releasing players from further participation in AMHA activities.

Registration Fee Refunds

- Refund requests for registration fees will be considered in accordance with the established refund policy found on the AMHA website.