



## **FORM A**

# ACKNOWLEDGEMENT OF RECEIPT OF HANDBOOK OF POLICIES AND PROCEDURES

I/we \_\_\_\_\_ [Parent(s)],  
do hereby acknowledge receipt of the HCVC Handbook of  
Policies and Procedures. I certify that I have read and  
understand the policies contained herein.

I \_\_\_\_\_ (Player), do hereby  
acknowledge receipt of the HCVC Handbook of Policies and  
Procedures. I certify that I have read and understand the  
policies contained herein.

We agree to abide by the Code of Conduct as stated in the  
Handbook. We agree to utilize the Communication Process and  
we agree to abide by the Procedure for Dispute Resolution.

\_\_\_\_\_  
NAME (parent)                      Signature                      Date

\_\_\_\_\_  
NAME (parent)                      Signature                      Date

\_\_\_\_\_  
NAME (player)                      Signature                      Date



## **FORM B**

# FINANCIAL AGREEMENT

My child, \_\_\_\_\_ will be on (circle one) 12 /13/14/15/16/17/18  
TRAVEL / REGION / SPORT team with a fee of \$\_\_\_\_\_.

I understand that additional fees will be assessed if my child participates in post-season  
play or additional travel. All parties that will assume this financial obligation must sign  
the agreement.

By signing below, I acknowledge and agree to abide by the Club Fees & Payment  
Policies as found in the HCVC Handbook of Policies & Procedures.

Parent's Name \_\_\_\_\_ Parent's Name \_\_\_\_\_

Address \_\_\_\_\_ Address \_\_\_\_\_

City \_\_\_\_\_ City \_\_\_\_\_

State, Zip \_\_\_\_\_ State, Zip \_\_\_\_\_

Phone: \_\_\_\_\_ Phone: \_\_\_\_\_

Cell: \_\_\_\_\_ Cell: \_\_\_\_\_

Email \_\_\_\_\_ Email \_\_\_\_\_

\_\_\_\_\_  
Signature    Date                      Signature    Date

### Late Payments are assessed as follows:

- 1) If an on-time payment is not made, a late fee of \$20 plus 5% per annum interest on the remaining balance is assessed and added to the account balance. Payments made after the due date are considered delinquent and are not accepted without both the late penalty and the interest
- 2) If no payment is made by the 25th of the month, a phone call is made to inform the responsible party that their athlete is placed on probation until the account is brought current. This probationary period serves as a warning that the player is in danger of being suspended from the HCVC and the player is not allowed to participate in any tournament play until the account is brought current. The player's coach is informed of the probation.
- 3) If payment is not made within 30 days (the 15<sup>th</sup> of the following month) the player is suspended. During this suspension the player is not allowed to participate in any High Country activities until the account is brought current. The player's coach is informed of the suspension.
- 4) If payment is not made within 45 days of the due date, the account is assessed a collection fee on top of all late fees and interest. The player is dismissed from the team. The coach is informed of the athlete's dismissal from HCVC.