

UNITED CAPITAL CITY SOCCER CLUB

Payment Policy

Timely payment of player fees is necessary to maintain an adequate cash flow for the United Capital City Soccer Club (UCC or Club) to meet registration deadlines for league and tournaments, pay for uniforms, gear and equipment, and cover trainer stipends.

To ensure payments are received on a timely basis and allow families to plan ahead, the UCC Board is adopting the following policy for all players. By staggering due dates for the different fees, UCC attempts to spread payments across several months, rather than strapping our families with a large lump sum at the beginning of the soccer year. When requested, we will make every attempt to work with our families on a flexible payment plan, within reason, but it is the family's responsibility to communicate in advance with UCC personnel to make arrangements. Delinquency will be based off the payment deadlines for all registration and competition fees and will result in additional fees or player suspensions as outlined below.

UCC Payment Deadlines

Payment Type	Due Date
Club Registration Fee	
Full Payment Option	June deadline TBD
OR	
3mo Payment Plan	
#1	June deadline TBD
#2	July 25
#3	August 25
Uniform/Gear Orders	At time of order or by September 15
Fall Competition Fees	October 1
Spring Competition Fees	March 1

Fee & Payment Types

UCC Club Registration Fees: Annual fee including training, field rental/maintenance, equipment, and MYSA player registration (see website for breakdown). UCC Club Registration Fees will be paid online during the annual player registration process. Families have the option to pay in full upon registration or select the 3-month payment plan with automated withdrawals. Club Registration Fees are non-refundable.

Club Registration Fee Payment Deadlines: If the full payment option is selected, payment will be due upon registration by the designated registration deadline in June. The 3-month plan will deduct payments, with the first being paid on the date of registration (June) and the following payments deducted on July 25 and August 25. Payment in full of the annual fee will be due no later than **August 25** unless alternate payment arrangements have been preapproved.

Single Season: Club fees will only be adjusted for playing one season if declared at the time of registration, in which case a coupon code will be issued to discount the club fees. Players electing to not return for spring season must notify the Coach, team Manager and Club Treasurer by December 31. No refunds will be issued for players electing to not return for spring season.

Competition Fees: All players will be assessed a set competition fee each season (Fall/Spring) based on the team age division. This fee will cover league and a maximum of two tournaments each season. Teams electing to play in more than two tournaments, or exceeding the allocated tournament budget, will be assessed to cover the additional registration fees. Adjustments will not be made based on participation, including availability/conflicts, injury, or illness. Should a tournament be cancelled and the club is refunded in part or whole, an applicable credit/refund will be issued if a replacement tourney is not scheduled within the same season.

Competition Fee Payment Deadlines:

Fall Competition Fees will be due by **October 1** each year

Spring Competition Fees will be due by **March 1** each year

Note: Fees for optional off-season activities (futsal, 3v3 tourneys) need to be paid prior to the event.

Training-Only Players: Players may be offered training-only status when team rosters are maxed or when the coaching staff determines a player is not ready for a competitive level experience, but would benefit from training with the team. Opportunities to fill in for a game or tournament, or for promotion to a rostered position, may be presented to the training-only player at the discretion of the coaching staff, at which point additional fees may apply.

Training-only players will pay the annual UCC Club Registration fee upon accepting the offer, but will not be assessed fall/spring competition fees as long as they remain in training-only status. If the player is promoted to the roster on a regular basis, for the majority of the season/year, the player may be assessed a pro-rated competition fee for the applicable season(s) based on the team age division.

Uniforms & Gear: Uniforms/gear (warm ups, bags) will be ordered at the close of the annual club registration period (over the summer) to ensure teams are outfitted for the beginning of the fall season. Barring circumstances beyond our control, including backorders and vendor delays, UCC will strive to deliver ordered items prior to the start of the season. Orders outside the annual period will be placed as needed at the discretion of the Uniform Coordinator, and there may be opportunities for players to purchase extra items from club inventory.

Uniform/Gear Payment Deadlines: Payments for uniforms/gear are due **at the time of order** or by **September 15**. Payment for orders placed outside the annual period or from club inventory will be due upon delivery.

Fundraising: Participation in an annual sales fundraiser is expected to help keep costs low. Players are required to collect and submit all payments with their order form by the designated due date. Orders submitted without payment will be included at the discretion of the Fundraising Coordinator with arrangements made for collection. Orders will be held from pick up until payment is received. Consequences for delinquency, including ineligibility for prize consideration and suspension from play, will be determined at the discretion of the UCC Board.

Payment Options & Information

The Club will attempt to provide families at least 1 month notice for collection of fees. Deposits or upfront payment may be required for merchandise or sales items.

The Club Treasurer will invoice most fees by email. Families may pay Club invoices by one of the following methods:

- Online with bank account
- Online with debit/credit card (fees will be applied)
- Check/Cash submitted to the team Manager or Club Treasurer
- Check by mail payable to: United Capital City Soccer Club, P.O. Box 1001, Jefferson City, MO 65102

Due to the requirements the governing body or vendors, some expenses will not be billed through the Club invoicing system. This includes:

- Club Registration Fees are payable online only and require full payment or deposit/payment plan at the time of registration.
- Uniform/gear orders may require payment at the time of order.

Arrangements for split payments or alternate due dates will be considered on a case by case basis with advance communication to the team's Manager and approval by the Club Treasurer.

Delinquent Payments

- If a payment is more than **10 days overdue**, the Club may apply a late fee in the amount of \$15 or 10% of the outstanding balance, whichever is greater, unless alternative payment arrangements are agreed upon.
- If a payment is more than **15 days overdue, or two consecutive payments are delinquent**, the Club will notify the Coaching Director and Head Coach of the team and the player will be suspended from practice or competition until a payment is made and/or arrangements have been made to pay the balance in full.
- If an automated payment for the Club Registration Fee is declined, the family must log in and submit the payment manually within 10 days of the original due date. The Club will contact parents by phone or email with a reminder.
- Players who are delinquent at the conclusion of the fall season will be restricted from winter activities and spring practice and competition until the account is paid in full.
- Players who are delinquent at the conclusion of the spring season will be restricted from summer activities and club tryouts for the following year until the account is paid in full.