

## **2024-2025 SPRINGFIELD YOUTH HOCKEY ASSOCIATION (SYHA) KINGS FINANCIAL POLICY AND REGISTRATION GUIDELINE**

Welcome to the 2024-2025 SYHA Kings Travel Team Registration Process. This document will summarize what you, the registrant, will need to know to register your child, the participant, for the SYHA Kings Travel Team Conditioning Camp, SYHA Kings Travel Team Tryouts, and SYHA Kings Travel Team Registration.

The following policies are longstanding financial policy adopted by previous SYHA Boards and are contained in every registration offered by SYHA.

### **REGISTRATION WITH USA HOCKEY**

Prior to starting the first registration of each new youth hockey season, each player must register first with USA Hockey to obtain a USA Hockey confirmation code (USA Hockey Number). All previously issued USA Hockey Numbers expire annually on April 30.

### **[CLICK HERE to go to USA Hockey Registration](#)**

When asked "Which State is your team based in?" please select or enter "Missouri".

When prompted, be sure to PRINT and SAVE your player's confirmation code. Each player must be registered separately and will receive in individual USA Hockey confirmation code (AKA, USA Hockey Number).

### **PRIVACY POLICY**

All membership mailing lists, rosters and personal member information and statistics are locally reserved. The Board of Directors, its president, registrar or treasurer may deem release of reserved information as found to benefit the operations of SYHA.

### **PAYMENT POLICY**

### **CONDITIONING CAMPS, TRAVEL TEAM TRYOUTS AND INDIVIDUAL SYHA-APPROVED EVENTS**

Payments for travel team conditioning camp, travel team tryouts, individual SYHA-approved (e.g., TCI, etc.) events, and travel team dues may be paid in full by using Crossbar via Electronic Check (No Fee) or Credit/Debit Card (2% Fee). You may also choose a payment plan schedule.

If you are due any reimbursement for dues collected during the previous year that remain in the team account at the end of the previous season, contact the SYHA Vice President of Finance via [syhaspringfieldkings@gmail.com](mailto:syhaspringfieldkings@gmail.com) to obtain your balance and discount code that can be used toward travel team conditioning camp or travel team tryouts.

### **SYHA Discounts:**

- If you, the Registrant, will be registering multiple children in an SYHA Program, you may be entitled to a \$100 discount rate. This discount will be applied to the lower of the two due costs.
- If you are a family on an SYHA Travel Team that is chosen to be a Full-Time Goalie (limit 2 per team) may receive a \$100 discount on seasonal dues.
- To obtain your discount code, please contact the SYHA Vice President of Finance via email [syhaspringfieldkings@gmail.com](mailto:syhaspringfieldkings@gmail.com)

If you, the Registrant, would like to pay offline, please send an email to [syhaspringfieldkings@gmail.com](mailto:syhaspringfieldkings@gmail.com) requesting the OFFLINE Payment Option.

The email should contain the player's name, the registration being paid (Travel Team Conditioning Camps, Travel Team Tryouts, etc) in the Subject line. The text of the email must include your player's name and USA Hockey Number and request for the OFFLINE Payment Option password.

The following OFFLINE Payment Options are available:

- Cash;
- Personal Check, Certified Check or Money Order;
- \* All financial transactions must include your player's name, USA Hockey Number and SYHA Registration Number. If it does not include the requested information, it will delay the application of paid fees.

### **TRAVEL TEAMS**

The SYHA Board will determine the amount of each travel team's annual dues and when Travel Team Annual Registrations will be due. Traditionally, travel team registrations begin the 1<sup>st</sup> week of September, registration must be completed online, and an initial payment made prior to the 1<sup>st</sup> practice. Travel team annual dues may be paid in a lump sum or payment plan through Crossbar, or the OFFLINE Payment Option as listed above. Offline payments are due before starting practices.

Registrants selecting the payment plan option will have a payment due upon registration, then 5 payments for the balance to be paid in full by January 31<sup>st</sup>.

In the event of a permanent disruption of the youth hockey season, where the season is cancelled, all registrants will continue to pay dues on the next withdrawal after the season was cancelled. This is necessary because ice costs are charged and due at the end of the month. For example, if the season is cancelled as of 10/16/2022, the 11/01/2022 payment would be collected to pay for ice costs incurred in October 2022.

**ALL TRAVEL TEAM PLAYERS MUST SUBMIT A LEGIBLE COPY OF THEIR BIRTH CERTIFICATE FOR SUBMISSION TO MISSOURI AMATEUR ICE HOCKEY ASSOCIATION (MOAM) AND/OR USA HOCKEY FOR CERTIFICATION.**

### **SPONSORSHIPS**

If you think you will be seeking sponsorships to help pay your annual travel team dues, the players/goalies **MUST** be registered and an initial payment made before practices start. You may register via Crossbar for a payment plan. Adjustments can be made by the VP of Finance to your payments due.

The Sponsorship Forms must be submitted with the payments to apply the funds received towards season dues.

### **NONPAYMENT: UNPAID/PAST DUE BALANCE**

Any player with an outstanding balance after 2/01/2024 will not be allowed on the ice for practice, tournament games, regular league games, friendly games, Blue Note Cup playoff and championship games until balance is paid in full. Once the dues have been paid, the player may return to team play with no disciplinary action for missing practices or games.

If the balance continues to be due after 2/01/2023, the original registrant will be provided with the balance due again. If the balance is not resolved by 3/31/2024, the player's name will be submitted and listed as No Pay No Play (NPNP) Status. The NPNP Status will remain in place until the balance is resolved. If the registrant chooses to register the player in another city or state, a Notification of NPNP Status will be forwarded to the team for which the individual is registering and the association to which the team belongs.

## **SPECIAL CONSIDERATIONS**

Any member of the SYHA may request a special payment schedule for his or her player. A special payment schedule will be worked out with the VP of Finance and presented to the Board for approval. All special payment schedules **must** be paid by 2/01/2025.

If the special payment schedule is not adhered to and an individual misses any payment listed in the agreed special payment schedule or a balance remains unpaid after 2/01/2024, the player will be subject to nonpayment provisions above.

## **RETURNED CHECKS**

Any Non-Sufficient Funds payments returned by a member's bank or funding source will result in a \$25 service charge. This \$25 service fee must be paid, as well as the NSF check, before the player returns to the ice. Once a member's check has been returned for NSF, all remaining payments must be made via cash, cashier's check, money order, or electronic means.

## **REFUND POLICY**

No refunds or reimbursement will be issued:

- for Travel team conditioning camp, travel team tryout, SYHA-approved event (e.g., Spring Hockey, etc.) registration fees\*;
- SYHA travel team annual dues\*;
- SYHA Registration Fee (\$30) due at registration for the Developmental Hockey (ADM) and Recreational/House League.
- for the USA Hockey Registration fees;
- for ads and sponsorships paid in excess of the annual dues that also exceed the amount of the actual cash outlay by the member;
- for advertisement or business sponsorship monies collected and submitted by members to offset dues or as donations to SYHA;
- to SYHA members who are suspended by USA Hockey, MOAM or any other hockey league affiliation for any fees;

If a player is injured during the season and is unable to complete the season due to being physically unfit to perform as evidenced by correspondence submitted by a physician or the player's family relocates for employment reasons, the player will not receive any refunds for travel team conditioning camp or travel team tryout registration fees. However, the player may be reimbursed for travel team annual dues, minus overhead costs assigned to each player's account, equal to the pro-rated dues, minus overhead costs, times the number of weeks remaining in the season. The resignation effective date shall be that date the SYHA Board of Directors receives written notice. If no written notice of resignation is received, the player will be considered active with all dues and fees payable in full. If the player's injury allows him or her to return to play prior to the end of a season, the player will not be reimbursed or refunded any travel team annual dues.

## **DEVELOPMENTAL HOCKEY (ADM) AND RECREATIONAL/HOUSE LEAGUE**

All of these Programs are administered by the Springfield Park District. Therefore the program registration fees are to be paid directly to the Park District.

However, all players participating in ADM and Recreational/House Programs within SYHA will be required to:

- Obtain a new USA Hockey Number [CLICK HERE to go to USA Hockey Registration](#) ; and
- Complete the 2024-2025 SYHA Registration applicable to your program (ADM or Recreational/House) and pay the \$60 annual registration fee.

Upon completion of the SYHA Registration, the Registrant will be provided copy of the receipt that will contain the player's Full Name, USA Hockey Number, and a unique registration number. You must present this form prior to registering with the Springfield Park District program.