

Central Vermont Youth Hockey Payment Policy

SECTION 1: REGISTRATION & PAYMENT OPTIONS

All registration fees must be paid via credit or debit card through SportsEngine. At the time of registration, families may select from the following payment options:

1. **Pay in Full** – Full balance due at time of registration
2. **3-Payment Plan** – Payments due on:
 - June 1
 - September 1
 - December 1
3. **7-Payment Plan** – Monthly payments due on the 1st of each month from **June 1 through December 1**

For families selecting an installment plan, automatic payments will be established at the time of registration and charged to the card on file on the scheduled due dates. In limited circumstances, the Treasurer may approve alternative payment arrangements at their discretion.

SECTION 2: PAYMENT ARRANGEMENT REQUESTS

Families experiencing financial hardship are expected to contact the Treasurer prior to any missed payment. Black Bear Hockey will work with families whenever possible and requires that payment arrangement requests be submitted in writing by the parent/guardian before the applicable due date. All arrangements are reviewed on a case-by-case basis and documented accordingly. Requests submitted after a missed payment may not reverse administrative actions already taken on the account. For assistance, please contact Treasurer@blackbearhockey.org.

SECTION 3: MISSED PAYMENT & DELINQUENCY POLICY

If a scheduled payment is declined, the family will be notified by the SportsEngine system. The family will have five (5) business days to bring the account current or contact the Treasurer to establish an approved payment arrangement.

If the account remains unpaid and no arrangement has been approved:

- At **30 days past due**, the player will be suspended from all team activities, including practices, games, and events, until the balance is paid in full or an arrangement is approved.

SECTION 4: OUTSTANDING INVOICE HOLD

Any account that is 'past due' will prohibit that player from additional Black Bear registrations/events until the balance is resolved.

While an account has an outstanding unpaid balance:

- Players are ineligible to participate in any activity that would generate additional charges
- Registration for additional programs, events, or activities will not be permitted

Invoice Hold will remain in place until:

- The account balance is paid in full, or
- The Treasurer has approved a written payment arrangement

Families are responsible for ensuring their account is in good standing before registering for any billable activity. Registration for an activity does not override or waive existing balances.

SECTION 5: OUTSTANDING DEBT & SEASONAL REVIEW

At the conclusion of each season (approximately March 1), the Treasurer will review all accounts for outstanding balances. Families with unpaid balances will be notified in writing. If the balance remains unresolved by the **tenth (10th) business day of March**, the account may be placed on the **Outstanding Debt List (ODL)**.

Players placed on the ODL may be deemed ineligible to participate in any VSAHA member association program, including both on-ice and off-ice activities, until the outstanding balance has been resolved and the player has been removed from the list. The ODL is maintained by VSAHA and is accessible to member association leadership and registrars throughout the state.

POLICY CHANGES

Central Vermont Youth Hockey reserves the right to modify this policy at any time. Updates will be posted on the Black Bear Hockey website.