



RICHMOND JETS MINOR HOCKEY ASSOCIATION

REGISTRATION POLICY

1 GENERAL

- 1.1 The regulations covering the registration of players shall be those adopted by HC, BC Hockey and PCAHA, as amended by the RJMHA Bylaws.
- 1.2 The RJMHA registration list of players, team officials and Members is the sole property of RJMHA, will be subject to RJMHA's privacy policy, and will not be used for commercial purposes.

2 AGES OF PLAYERS

- 2.1 Player proof of age is required when registering with RJMHA for the first time.
- 2.2 In order to register with RJMHA, players must be three years of age or older as of December 31st of the current season.
- 2.3 The age requirements for players in each Division will be in accordance with PCAHA, BC Hockey and HC regulations.

3 DATES & MEANS OF REGISTRATION

- 3.1 Registration may occur at such places and by such means as the Board may determine from time to time. Information concerning registration may be placed on the Association's website or other open communication system; and may be advertised in such local media as deemed appropriate by the Association's Registrar.
- 3.2 The deadline for new registrations shall be in accordance with PCAHA and BC Hockey regulations, or such earlier date as the RJMHA Board may determine from time to time.
- 3.3 The means by which players may register (whether it be in paper format, electronic registration, or otherwise) and how registration fees will be paid (whether it be by way of cheque, credit card, payment schedule, or otherwise) will be as determined each year by the Board, having reference to guidelines set by HC, BC Hockey and PCAHA

4 ORDER OF ACCEPTANCE

- 4.1. Players applying for registration with RJMHA will be accepted in the following order:
- (a) Players residing within the City of Richmond, and being registered players with RJMHA in good standing during the preceding season;
 - (b) Siblings of returning players;
 - (c) Players with parents willing to coach;
 - (d) Players granted medical leave by the RJMHA Board
 - (e) Players with previous hockey experience who move into the City of Richmond and apply;
 - (f) Waiting list applicants from the previous year not placed on a team;
 - (g) New Registrants residing within the City of Richmond (available spaces awarded by draw lot process);
 - (h) Players residing outside the City of Richmond, and being registered players with RJMHA in good standing during the preceding season
 - (i) New Registrants residing outside the City of Richmond (available spaces awarded by draw lot process).
- 4.2 RJMHA players who cannot play for medical reasons as confirmed by a certificate from the player's medical practitioner may reserve a place in the following season only, upon payment of a fee of ten (\$10.00) dollars.
- 4.3 Acceptance under Rule 4.1 (e) shall be at the discretion of the Board. Players moving into the community and applying under Rule 4.1 (e) shall be considered as a "RJMHA returning player" under Rule 4.1 (a) if the minor hockey association that they are transferring from offers a reciprocal arrangement as part of its operating policy.
- 4.4 This process will be at the discretion of the Board.

5 REGISTRATION LIMITS

- 5.1 On or before September 1st of each year the Board may establish the maximum limits for registration for each Division, all Divisions, and/or teams. The date such limits are set will be flexible based on volume of registrations received by such date, the availability of ice, and such other

factors as the Board may consider relevant; however the overriding premise will be to enable as many players as possible to participate in minor hockey.

- 5.2 Maximum player registrations per team shall be in accordance with PCAHA and BC Hockey regulations.

6 GOALTENDER REGISTRATION LIMITS

- 6.1 Players wishing to play as goaltenders in the Divisions of U11 - Atom and higher must declare their intention to do so when registering each year. A maximum of two goaltenders per team will be allowed during a season. When registration of declared goaltenders exceeds the number of positions available, goaltenders will be selected based on playing ability. All goaltenders not qualifying will be given every assistance to play for another minor hockey association, when possible, at the 'C' level; or a goaltender may, in this case choose instead to register to play as a skater.
- 6.2. RJMHA registration forms must provide the means for a registering player to declare his or her intention to play as a goaltender.

7 PLAYER MOVEMENT REQUESTS

- 7.1 Players wishing to play in a higher or lower Division than as dictated by the player's age may apply to move in accordance with the RJMHA Player Movement Policy set forth in Appendix II to this Operating Policy.

8 FEES AND REFUNDS

- 8.1 The Board shall from time to time determine the players' registration fees, Rep fees, hockey development camp fees and similar charges for each season, and until a new determination is made, the fees shall be those determined for the preceding season.
- 8.2 The Board retains the right to waive, in whole or in part, Association registration fees for players in cases of economic hardship. Such waiver will require the recommendation of at least two Board members and an

adopted motion at a Board meeting and will require the Member to demonstrate application for available registration (financial) assistance.

- 8.3 The Board may approve payment plans for players / Members in cases of economic hardship. Such plans would typically include monthly payments of registration fees by pre-authorized credit card payment or post-dated cheques.
- 8.4 Family discounts will be available for families with three or more children registered with RJMHA. Discounts will be provided in the amount of 25% for the third child and 50% for the fourth and subsequent children. Discounts will apply only to the basic registration fees.
- 8.5 The Treasurer or Registrar is authorized to refuse registration of a player or to terminate a Membership at any time during the season with respect to players, parents or Members who:
- (a) have not paid registration, Rep player fees or Team fees from the current or immediately preceding season;
 - (b) submit a falsified registration form or supporting information (e.g. wrong addresses, birth dates, playing histories, etc.); or
 - (c) are known to abuse cheque writing privileges,

until such time as said fees have been paid in full to the satisfaction of the Society (ie: paid in cash, or the Association's bank confirms that cheques have cleared satisfactorily, or credit card payment is authorized, etc); or the registration forms and information is corrected to the satisfaction of the Society. Falsification of any registration information is grounds for suspension and may result in Termination of Membership pursuant to paragraph 8.5 (b).

- 8.6 The Treasurer or Registrar is authorized to require full payment of registration fees by cash, authorized credit card, or certified cheque for individuals who have a record of abusing cheque writing privileges. This payment may be required prior to the start of the season.
- 8.7 Players who have not registered and paid all required fees or established a payment plan are not allowed on the ice for any RJMHA tryout, practice or game.

8.8 Players withdrawing shall be entitled to a refund as per the following:

The following is the refund policy on Season Registration Fees ONLY.

- Before August 15th = 100% of fees less \$50 administration fee
- August 16th to September 30th = 75% of fees
- October 1st to 31st = 50% of fees
- November 1st to 30th = 25% of fees
- **NO Refunds after November 30th**
- **Administration Fee** = 7% of season registration fee after Aug. 15th.

Short programs such as preseason skills camps, rep tryouts or opt-in user pay programs will not be refunded.

8.9 It is the responsibility of the parent or player to apply in writing for any refunds. If a player is expelled or suspended, no refund shall be granted.

8.10 RJMHA will forego or fully refund the registration refund service fee for U18 - Midget and U21 - Juvenile players who try out for and are accepted by a Junior team, Major Midget team, or similar team in which RJMHA has no category, and Juvenile Players who are released.

8.11 Should an arrangement have been made for payment on the basis of a cheque, any cheque given to the Association in payment of any fees, including registration fees, Rep fees, hockey development camp fees or similar charges, which is refused or returned by the payor's bank, for any reason, must immediately be replaced, together with an NSF charge of \$25 included, by certified cheque, cash, credit card payment or money order.

8.12 If the issuer of the returned cheque fails to replace the full amount of the cheque, together with the NSF charge, within 15 days of being requested to do so by the Association, then the player to whom the payment pertains is considered not to be properly registered and is subject to the sanction described in paragraph 8.5 (a) above.

- 8.13 At the specific request of the issuer of a cheque given to the Association in payment of any fees, including registration fees, Rep fees, hockey development camp fees or similar charges, the Registrar and/or the Treasurer may voluntarily delay deposit of the cheque into the Association's bank account for a period not to exceed fifteen (15) days.
- 8.14 At the end of fifteen (15) days, if the issuer of the cheque fails to provide assurance to the Registrar and/or the Treasurer that the cheque can be deposited into the Association's bank account without being returned by the issuer's bank (for any reason), then the player to whom the payment pertains, is considered not to be properly registered and is subject to the sanction described to paragraph 8.5 (a) above.
- 8.15 Notwithstanding any of the foregoing, the sanctions of paragraph 8.5 (a) shall also immediately apply to a player, and such player may be considered not to have registered with the Association, if a cheque to the Association in payment of any fees, including registration fees, Rep fees, hockey development camp fees or similar charges for such player is returned by the issuer's bank because the issuer has stopped payment.
- 8.16 Each player registered and playing, practicing and developing exclusively as a goalie during a hockey season at the U11- Atom level or higher will be entitled to pay a Goalie registration fee as determined by the Board each year. Goalie registration fees are subject to verification by the RJMHA Equipment Manager, the applicable Division Manager, and the team coach.
- 8.17 The Board may establish a volunteer deposit of \$200 as part of the registration package to encourage parents to participate in either a full time position (i.e coach or team manager) or a minimum of 5 shifts per registered players or 8 shifts per family. Please refer to the volunteer policies for more details.