

# San Francisco Vikings Soccer Club, Inc.



**Founded 1923**

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## Travel Team Financial Policies and Procedures

### General

The San Francisco Vikings Soccer Club (the "Club") charges a season fee ("Season Fee") for player participation on its travel teams. The Season Fee covers general team expenses like coach compensation, league registration and expenses and tournament registration. In addition, each family should anticipate contributing to a team account that will cover variable and elective team expenses like uniforms and tournament travel. The Club expects that each team will have a volunteer team manager and/or treasurer to manage the team account.

### Season Fee

The Season Fee for each player will be set at the time of registration and will cover the following expenses:

- Coach compensation and benefits. In general it is expected that the coach will work with the team ten months of the year, hold approximately two practices per week and attend most games.
- Fall, winter and spring league fees. The covered fees include registration, referee and assignor fees (up to a maximum amount for each season).
- Tournament registration fees. The Club will pay the registration fees for a specified number of tournaments for each team (up to a maximum amount).
- Club administration. The Season Fee will include Club registration and all Club administrative services including the services of the Director of Coaching.

### Team Account

Other potential team expenses include:

- Uniforms and other personal equipment.
- Practice fields. Generally the Club is able to obtain free, outdoor practice fields from the City of San Francisco. However, if, for example, the team elects to hold futsal practices at a gym, there is usually a charge associated with the facility rental. If the coach

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decides to hold a Saturday or Sunday practice, the team will also likely be charged a permit fee for a practice field.

- Special trainers. If the team decides to hire a special trainer or participate in a special training program, these fees will be extra.
- Coach lodging and meals at overnight tournaments. Also, coach travel if a flight is involved.
- Team parties.
- Amounts over the Club specified limits (see Season Fee above). In particular teams may elect to attend more tournaments than provided for in the Season Fee.
- Any other team expenses.

The Club expects each team to have a volunteer team manager and/or treasurer. This person will create a team budget and manage the team account with the input of the coach, team and Club. This person will also be responsible for collecting and disbursing the team funds.

The team budget will typically not include estimates of individual expenses for travel to tournaments and away games which are the responsibility of each family.

### Payment Terms

The Season Fee is due as follows:

- \$100 due at time of acceptance of offer to join the team
- 50% of the Season Fee is due by July 1<sup>st</sup>.
- Balance of the Season Fee is due by December 1<sup>st</sup>.

### Financial aid

- The Club has a limited financial aid budget which will be set prior to June 1<sup>st</sup> of each year.
- Anyone requesting financial aid must do so before May 1<sup>st</sup>.
- Families must demonstrate financial need in order to receive financial aid. The documentation required to establish financial need will include a written request by the player's family along with tax forms for the most recent calendar year for both parents. The Club may request additional information.
- Awards will be made based upon need and available aid.
- While the Club reserves the right to make exceptions, it is the general policy of the Club that financial aid awards to players will only be up to 50% of the Season Fee.
- Teams may earn money to cover expenses by working at the Club sponsored Golden Gate Invitational tournament in September of each year or through other team fundraising activities such as car washes, garage sales, etc.

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### Miscellaneous terms

- All payments are nonrefundable.
- Families are responsible for the Season Fee even if the player is sick or injured or cannot attend a game or practice.
- The Club can refuse to allow a player or any member of the family to participate in games, practices, tournaments or any other team events if the family is past due on payment of the Season Fee or if the player or family is the subject of a disciplinary action by the team, Club, league or any organization that the team is affiliated with.