

**North Bay Skating Club**  
**Registration, Payment and Guest Skating**  
**Policy - 2024-2025**

All skaters must be registered with the club and pay all club fees on or before the outlined dates to remain a member in good standing and to participate in club programming.

All registration fees are paid by email money transfer (EMT) to [nbscregistrar17@gmail.com](mailto:nbscregistrar17@gmail.com).  
IMPORTANT: Please use the password **skating** if required and indicate the name of the participant(s) and the program(s) they are registered for in the message box to ensure the payment is credited to the proper participant. Failure to include skater names may result in your payment/registration being delayed until we can contact you to clarify program registration information needed.

For all our programs, all payments must be made on, or before the first day of your scheduled session. For liability reasons, skaters will **NOT** be permitted on the ice before registration and payment has been processed. Please note that there will be no paper registration available at the arena.

There is no sibling discount.

For PreCanskate and Canskate programs, we will have your child's name tag with us to ensure that they are on the registration list and that payment has been received.

**Payment Schedule:**

**PreCanSkate, CanSkate, Adult CanSkate, Intro to Synchro:**

Full payment due upon registration and at least 24 hrs before the first scheduled session to allow for processing.

**Prestar:**

Full payment is due upon registration and at least 24 hrs before the first scheduled session. For skaters that are **enrolled in two or more sessions**, registration fees may be made in two (2) equal payments due on September 3, 2024 and November 3, 2024.

**Star Skate A or B:** The NBSC will allow an instalment option of 3 equal payments - Full payment is due upon registration and at least 24 hrs before the first scheduled session. For skaters that are **enrolled in two or more sessions**, registration fees may be made in three (3) equal payments due on September 3, 2024, November 3, 2024, January 20, 2025.

**Kidsport**

The NBSC accepts Kidsport vouchers. Please contact Kidsport (<https://kidsportcanada.ca/ontario/north-bay/>) link on our website registration page as well) and fill out an application. This must be submitted 3-4 weeks before the program starts in

order to get the process started. The process can take 4 to 6 weeks before a decision is made and you receive the voucher if you qualify. Please send an email to [info.northbayskatingclub@gmail.com](mailto:info.northbayskatingclub@gmail.com) if you have any questions regarding this process.

### **Skate Canada Fees**

Each skater who registers with the NBSC is required to pay an annual **non-refundable** Skate Canada membership fee of 61.70 for Skate Canada membership & insurance. This fee covers all programs within the current skating year running from Sept 1, 2024 - August 31, 2025. Skate membership provides members with access to the Members Only section of the Skate Canada website [www.skatecanada.org](http://www.skatecanada.org).

### **Changing Programs**

Any skater, who during the course of the season moves to another level, may be required to have their membership fees adjusted and pay a pro-rated fee. Please contact that Registrar at [info.northbayskatingclub@gmail.com](mailto:info.northbayskatingclub@gmail.com) as necessary.

### **Outstanding Fees**

A skater who has any fees owing will be deemed a member who is not a member in good standing with the club.

### **Refund Policy**

All requests for a refund must be made in writing to the NBSC by email to the Registrar at [info.northbayskatingclub@gmail.com](mailto:info.northbayskatingclub@gmail.com). There will be **NO REFUNDS AFTER October 5, 2024**. A refund due to medical reasons may be considered provided the written request accompanied by a doctor's certificate. Refunds, (less the Skate Canada insurance fee), will be issued on pro-rated basis if approved by the board. There will be no refunds provided for missed sessions due to illness, travel, cancellations, or holidays. Skaters are **not** permitted to switch sessions to make-up for missed session. Skaters are welcome to register for and pay the guest session fee if they would like to make-up a missed session.

### **Ice Cancellation Policy**

The club reserves the right to change, cancel or reschedule any sessions, depending on the number of registrants. There are occasions when the club must make changes to the schedule. Please check the schedule posted on the website and on our facebook page regularly as any changes will be posted. Should a session be cancelled due to weather or other unforeseen reasons, the NBSC is not responsible to replace such ice time lost. In these situations refunds will not be available for missed sessions.

### **NOTE to Star Skate Registrants**

All fees for testing and competitions are costs separate from our regular registration fees. All fees for private lesson coaching are costs separate from our regular registration fees and will be billed directly by coaches and must be paid directly to coaches in a timely manner. A coach who is not being paid in a timely manner can make a written complaint to the NBSC

Board. In such cases, the matter will be addressed at the next scheduled board meeting and the board can revoke or suspend membership and restrict access to ice time.

**Guest Skating**

Fall/winter guest skating fees are \$25.00 per session for members, and \$40.00 for non-members. Skaters must register and complete payment prior to the session via e-transfer to [nbscregistrar17@gmail.com](mailto:nbscregistrar17@gmail.com). Payment receipt (screen shot, email, print out) to show proof of payment prior to getting onto the ice is required. All non-member guest skaters must be registered and in good standing with another Skate Canada Club.

NOTE: Skaters are not permitted more than **2 guest sessions total per month**. The two sessions is the maximum for the month and not per day.

Updated by the NBSC Board of Directors  
August 2024