

2025-26 ASL Billing Policy

Registration Fees:

ASL has eliminated the separate, up-front registration fee for Local Racing Squad and ASL Travel Squad for the 2025-26 Season.

Being a registered member of USA Swimming in good standing is mandatory for participation in ASL team activities as our liability insurance is provided through USA Swimming. Any swimmers failing to register with USA Swimming in a timely manner, or allowing their membership to lapse, will be barred from participating in ASL team activities until their USA Swimming membership is activated or renewed.

Refer to the ASL Travel Squad and Local Racing Squad Information documents for details regarding how USA and Georgia Swimming dues will be processed for new and returning swimmers.

Season Membership/Session Dues:

ASL charges Season Membership Dues for the ASL Travel Squad and Session Dues for the Local Racing Squad. Refer to the ASL Travel Squad and Local Racing Squad Information documents for details regarding these dues.

Swim Meet Related Fees:

ASL Travel Squad members will participate in home and away meets sanctioned by Georgia Swimming or other Local Swim Committees (LSC's) throughout the season. These meets require Event Entry Fees and Meet Participation Fees. Refer to the ASL Travel Squad Information document for details regarding these charges. The Local Racing Squad will participate in meets sanctioned with USA Swimming as "Block Parties". There are no Event Entry Fees or Meet Participation Fees for ASL's LRS Meets.

Outreach Memberships:

ASL, along with USA Swimming and Georgia Swimming, is committed to making the sport of swimming accessible and welcoming to families with limited means. To that end, ASL has created an Outreach Membership Policy to allow for low-cost memberships to eligible families. The eligibility standards set by USA Swimming are primarily based on qualification for other forms of public assistance. Please refer to the 2025-26 ASL Outreach Membership Policy for details on eligibility and the process for registering under this program.

Account Management and Payments Methods:

For the 2025-26 season, ASL is transitioning to the Captyn platform for all team management activities. Parents of new and returning swimmers will create a single account for their entire family. This account will be used to register individual swimmers in their respective training groups or LRS sessions. If returning families use the same email to create their account in Captyn that they used to register in TeamUnify, our previous team management platform, all their swimmer information has already been transferred into their new Captyn account. Club communication, committing for meets or other ASL Events, volunteer sign-ups, and all invoicing/payments will be handled through this account. Each

account holder must establish an electronic payment method through the Captyn platform by registering a credit card or bank account. It is important that members keep the information in their account (especially credit card numbers and expiration dates) current. Expired or incorrect credit/debit card information, or insufficient debit account funds, may result in a “Failed Transaction Fee” from Captyn. This will be charged to the member, as detailed below. Account holders may access their accounts through the ASL Captyn website at any time to review charges and payments and make changes to their demographics or billing information.

Timing of Charges:

The following charges will be processed as on-demand charges to the payment method on file:

- 1) “One-time” ASL Travel Squad Season Membership Dues (at time of registration)
- 2) First ASL Travel Squad Season Membership Dues Installment when joining before the 1st of the month, except for pre-season registration
- 3) Local Racing Squad Session Dues (at time of registration)
- 4) ASL Travel Squad Swim Meet Related Fees
- 5) ASL Travel Squad Team Travel Charges
- 6) Team Gear Sale Charges (e.g. state swim cap orders, see below)
- 7) Charges related to training group changes (see below)
- 8) Late Payment Fees (see below)
- 9) Failed Transaction Fees (see below)
- 10) Insufficient Funds Fees (see below)
- 11) Meet Volunteer Commitment Policy Fines (ASL Travel Squad only; See Travel Squad Information document for details)

The following charges will be processed on or about the 1st of each month:

- 1) ASL Travel Squad Season Membership Dues Installments (until 8 payments have been made)

Please Note: Once processed, ALL payments made to ASL are Non-Refundable.

Refunds are only available for correction of billing errors on the part of ASL, or to reimburse **NEW** LRS swimmers for their USA/Georgia Swimming membership dues (see Local Racing Squad Information document for details).

ASL Gear Sales:

Only active accounts in good standing will be allowed to charge ASL gear (e.g. ASL caps, special meet shirts, etc.) to their Captyn accounts.

Training Groups Changes:

It is expected that all swimmers on ASL will progress in skill over time and may need to change training groups during the course of a season. Increased Local Racing Squad Session Dues or ASL Travel Squad Season Membership Dues will be handled accordingly:

- 1) Local Racing Squad swimmers may move up at the end of a session. If they have already signed up for future sessions in the lower group, an on-demand charge for the difference of the new and old group costs will be charged to their account.
- 2) Local Racing Squad swimmers moving to an ASL Travel Squad group will have all previous Local Racing Squad Session Dues amounts paid during the 2025-26 season subtracted from the total Season Membership Dues amount for their new ASL Travel Squad Group to determine their remaining dues amount. This can either be paid as a “One-Time” transaction, or in Installments managed by the Membership Administrator.
- 3) For ASL Travel Squad members who made a “One-Time” payment at the beginning of the season, a single, on-demand charge for the prorated amount of the increased Season Membership Dues will be charged to their account.
- 4) For ASL Travel Squad Members on Installment payments, their remaining Installments will be charged at the level for their new group.

Unpaid Balances, Late Fees, Failed Transaction Fees, and Insufficient Funds Fees:

As stipulated in the club bylaws, swimmers with accounts with an unpaid balance more than 45 days in arrears will be barred from continued participation in ASL team activities, including practices, meets and other ASL events, until the balance is paid in full.

ASL Travel Squad Membership Dues Installments which are not paid in full by the 15th of the month will be assessed a \$25.00 Late Fee. Accounts for which a credit card transaction is denied will be assessed a \$2.00 Failed Transaction Fee per transaction. Accounts for which an ACH transaction is denied will be assessed \$25.00 Insufficient Funds Fee per transaction. Late Fees, Failed Transaction Fees, and Insufficient Funds Fees will be processed on the 1st day of the following month and are **non-refundable**.

Withdrawing from ASL:

All swimmers who wish to withdraw from the ASL Travel Squad must notify ASL as soon as possible by completing the ASL Withdrawal Form at:

<https://forms.gle/UicXhAxSDuJmXLTNA>

Account suspension will take effect on the date specified by the account holder on the Withdrawal Form (typically the last day of the current month).

ASL Travel Squad athletes making Membership Dues Installment payments must submit the ASL Withdrawal Form by 12PM on the 28th of the current month to avoid incurring the next Installment payment on the 1st of the following month.

For example, if you intend for your swimmer's last day of participation to be November 30th, you must complete the Withdrawal Form (which is timestamped at completion) by 12PM on November 28th. This will allow adequate time for the Membership Administrator to suspend the account before Captyn processes the next Installment on the 1st of the month. Failure to notify the team of your intent to suspend your account by the deadline will result in the swimmer being billed for the following month, even if they choose not to participate in team activities.

Reactivation of an ASL Membership:

If an ASL Travel Squad swimmer elects to reactivate an inactivated membership within a given season, they may do so at any time by providing written request by email to the Membership Administrator at membership@swim-asl.com.

Reactivation will typically occur on the 1st day of the month following this request and any remaining Membership Dues Installments remaining will resume.

College Students Returning to Swim with ASL:

Upon written notification (letter or email) from the account holder, the ASL Membership Administrator will reactivate the account of a college swimmer returning to swim with ASL over school breaks or the summer. All college swimmers participating in ASL practices must be registered with USA Swimming and complete all required USA Swimming SafeSport/MAAPP trainings if over 18 years of age. If a college swimmer returning for the summer does not have a current USA Swimming registration, they must register as a returning swimmer and pay the USA Swimming registration fee before beginning practices. Returning college students may attend meets with ASL as unattached swimmers. Meet entry fees will be billed to their account. In addition, the accounts for all returning college students will be billed a one-time charge of \$150.00 to cover their participation for the year.

Transfers from other USA Swimming Clubs:

Swimmers transferring from other USA Swimming clubs will be assessed a one-time, **non-refundable** \$30 registration fee. Swimmers must submit a transfer form directly to Georgia Swimming. Once the transfer is completed, swimmers will be subject to all billing policies stated above.

Variance Requests:

In extreme circumstances, requests for deviations from the ASL Billing Policy may be submitted in writing to the President of the ASL Board of Directors and will be voted on by the ASL Board at the next regularly scheduled Board meeting in executive session.

By acknowledging this document at the time of registration, I certify that I have read it in its entirety, understand all provisions, and agree to abide by the stipulations noted above.