



Registration Policy

“Burnaby FC strives to provide a fun, safe and rewarding experience for every player. When building our programs our goal is for every child to be appropriately placed, coached, and trained, ensuring an enriched sporting and community experience for all participants.

Fees:

- Payment methods:
 - **Cheques:** Not accepted
 - **Credit Cards:** Accepted
 - **Electronic Fund Transfer:** Accepted
- Refund Policy: See our BFC Refund Policy. In general, and if granted, a full refund (subject to a minimum 20% administration fee) is possible up to 30 days prior to the commencement of a program. After that, if granted, any refund will be pro-rated and less any administrative fees and non-recoverable costs. All refunds are at the discretion of the Board.
- Late Fees: We encourage participants to register early so that we can effectively create teams and rosters. As such we will add a surcharge of \$50 to all U8-U18 registrations after June 30th.

Player Placement: Players may be moved from team to team or program to program as required or determined by Burnaby FC Technical staff. In general, the following applies:

- **Group based programs:** Example: U5, Club-wide programming, Development programs, etc.
 - Players are placed in programs or on teams based on Club criteria which includes - Field / venue location, days, and times.
- **Team based programs:**
 - Select Player Programming:
 - Players selected for teams, or programming levels, will be assigned to appropriate teams based on BFC Technical staff evaluations.
 - Non-Select Player Programming:
 - For non-select programming we will firstly try to balance our teams. If possible and appropriate, we will place players on teams from their local / school area.
 - Div-3 teams' rosters which have been together for several years will, wherever possible, be kept together.
 - Players will be assigned to their proper Age-Group wherever possible.



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- Players may **request** to play on a team younger than their Age-Group, but any such placement is subject and dependent on a BFC Technical staff evaluation of the player **and requires permission from BC Soccer**.

Practices & Games - Days and times: Scheduling of our programming is done in consideration of the Club as a whole. There are multiple factors involved and as such we don't entertain requests. The only general rule is that for team-based programs, boys' games are usually Saturday while girls are usually on Sunday.

Kit: All players registering for the 2023-2024 season will receive new game kit which will be worn for both the 2023-2024 and 2024-2025 season. Any player requiring a new uniform (lost, outgrown etc.) will be required to purchase a new jersey, shorts and/or socks from the Club. BFC has committed to purchasing uniforms which will have at minimum a two-year shelf life and are of the highest quality to ensure availability across the next two seasons.

Refund Policy

Members are encouraged to review this refund policy carefully prior to completing registration. All refund requests **must** be submitted to info@burnabyfc.com.

The Club follows this *General Refund Guide* when granting refunds / amounts. Not every scenario can be described, and as such, **refund amounts are at the Club's discretion**.

General Refund Guide:

- **FULL Refund:** A full refund (subject to minimum 20% administration fee) **may** be granted up to 30 days prior to the commencement of the registration program provided the withdrawal doesn't jeopardize the program's viability or incur *unrecoverable costs*. *
- **PARTIAL Refund:** Refunds after commencement of the registration program **may** be granted and if so, will be pro-rated and subject to a minimum 20% administration fee as well as any *unrecoverable costs*. *
- **MEDICAL Refund:** Refunds **may** be granted if the participant's physical or mental health precludes their participation in a program. Requests must be accompanied by a doctor's note describing the injury/illness and should include an outlined recovery period. Refunds of this type are subject to the same guidelines as FULL



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and PARTIAL refunds.

- **FAMILY RELOCATION Refund:** Refunds *may* be granted if the participant's family is relocating outside of the soccer district. Refunds of this type are subject to the same guidelines as FULL and PARTIAL refunds.

Notes:

- Events or circumstances beyond the Club's control (weather, health orders, etc.) will not be considered cause for refund. The Club will look for reasonable opportunities to provide make-up sessions for cancelled sessions, however, there is no guarantee that fields will be available.
- Uniforms / Kit cannot be returned once they have been provided to a player.
- BFC is not responsible for additional money paid directly to team officials for team extras (tournaments, team gear, etc.) or funds raised via sponsorship/fundraising.
- No refunds for suspended or expelled players.
- A full refund will be granted (with no administrative fee) in the event BFC is unable to field a team or provide a suitable program alternative.

* **Unrecoverable Costs:** These are expenses the Club will not be able to recoup, such as uniforms, equipment, governing body fees, photo day costs, and other similar expenses.