



## Bathgate ASC New Start Checklist



Welcome to Bathgate ASC.

Name:

Squad:

Join Date:

Monthly Squad Fee:

SASA Membership Fee:

When you join the club your Squad Administrator will be issue you with the documents listed below. Please take time to read through the documents. It is important that the appropriate forms are filled in and returned promptly to ensure that the club has the necessary emergency contact and health notifications. Forms and payment should be returned to the Assistant Treasurer on the club desk on a Friday night (desk set up every 2<sup>nd</sup> Friday in the downstairs café area).

The first month's fee should be paid by cash/ cheque within two weeks of joining the club. A Standing Order should then be set up to start on the 15<sup>th</sup> of the following month (example join any time in November pay first month cash/ cheque and set up Standing Order to start 15<sup>th</sup> December).

### Your Starter Pack Should Contain

- Bathgate ASC Membership Form – *Please complete & return together with your first month's payment **within two weeks of joining the club.***
- SASA Membership Form – *Please complete and return to Assistant Treasurer together with payment strictly **within 28 days of joining the club.** For insurance purposes swimmers must be registered within 28 days, unregistered swimmers are unable to train with the club.*
- Bathgate ASC Fair Play Statement - *Please complete & return as above.*
- Standing Order Form – *Please set up a Standing Order with your bank to start on the 15<sup>th</sup> of the month (the month following your start date).*
- Bathgate ASC Starter Booklet
- Bathgate ASC Fee Collection Policy

Your Squad Administrator is:

Contact Details:

Please contact your Squad Administrator if you have any questions.