

REGISTRATION PAYMENT GUIDELINES

These guidelines apply to ALL Langley Minor Hockey player registrations for any given season.

An LMHA player registration will not be considered complete until FULL payment is processed.

FULL payment is considered as follows...

- The registration cheque (must clear), e-transfer or money order is received by LMHA.
- The registration credit card payment is processed and/or automatic credit card payment schedule has been established. At a minimum, the deposit MUST be processed at the time of registration.
- An alternate payment plan has been requested *and approved* by LMHA.

If you have any questions with respect to registration and/or registration payments, please contact the [LMHA Administrator](#) for assistance.

REGISTRATION FEES

- All player registration fees, including “A” (REP) evaluation fees, are due and payable at the time of registration; however, if you select to pay by installments using your credit card, the registration will be considered processed once the deposit has been paid at checkout. LMHA reserves the right to rescind registration if, for any reason, all agreed installment payments are not made on their due date(s).
- Full payment of OFFLINE payments (cheque, e-transfer or money order) must be received by LMHA within 14-days of completing registration to be considered processed.
- LMHA will consider alternate payment plans (post-dated cheques) under extenuating circumstances with proper LMHA Board approval. To apply for an alternate payment plan, please see the LMHA Registration web page. You must contact LMHA with your payment plan request (link to form available on the registration page) within 14-days of registration to be considered. Additional fees for this option will apply and the payments must be made as per the approval.
- If you have applied for financial assistance, you must keep LMHA informed of your application, approval and estimated funding date.
- Any registration fees not paid as of August 20th will be subject to a \$100 late payment fee and may jeopardize your participation in any evaluation skates.
- Any fees that remain unpaid as of September 15th will be subject to a further \$100 late payment fee AND ice times may not be allocated until all fees have been paid-in-full. The only exception to any of these deadlines would be where an alternate arrangement has been approved by the Treasurer, VP Administration and Registrar.
- *If you are in a position of Financial Hardship, please reach out to the VP of Administration and we will do our best to work with you.*

**** Any late payment fees are over and above any late registration fees. Please refer to the Registration Deadline Policy for details.**

A dishonored payment will be subject to an immediate \$50.00 service charge per incident. Failure to resolve a payment issue immediately could result in the player's registration being suspended and has the potential of that player not being provided any ice times and/or selected to a team.

PAYMENT OPTIONS

CREDIT CARD

If you pay in FULL by **credit card**, that payment is processed at the time of your online registration. If you selected installment payments, the initial 25% deposit will be processed at the time of registration and the subsequent payments will be automatically processed on June 15, July 15 and August 15 for the given season. All processing fees are the responsibility of the registrant.

E-TRANSFER

If you opt to pay by **e-transfer**, your payment must be made in FULL. Installment payments are not available by e-transfer. The transfer must be received by LMHA within 14-days of registration to langleymha@gmail.com. Please include the player's last name and division in the note/memo section.

CHEQUE OR MONEY ORDER

If you pay by **cheque or money order**, once your online registration is complete, print a copy of the receipt/invoice and include this with your payment. Please include your players' name & division on your cheque.

You can submit your payment one of the following ways:

BY MAIL – LMHA | Brookwood RPO Box 61571, Langley, BC, V3A 8C8

IN PERSON – LMHA Office @ GPRC | 20699 - 42nd Avenue, Langley, BC, V3A 3B1

There is a secure black mailbox outside of the LMHA office. To access the mailbox, enter the front doors of George Preston, head right and then go through the sliding glass doors to the stands. Keep right and push the blue door open. You will see a yellow LMHA sign beside the mailbox. The LMHA office is the first door past that on the right.

*Please do not leave any payments with the GPRC office.