



# Trip Fee Policy

## Policy Statement:

This policy outlines the fees charged for travel and the process provided by ASJNC in charging athletes.

### **Policy Category:**

**Approval Authority:** Board

**Approval Date:** Jan 13, 2026

**Revision Date(s) Approval:**

## Trip Fees Policy

### **1. Participation:**

- a. Participation in trips is by invitation only and is not considered mandatory, except for athletes to fulfill the conditions of their team commitments (as outlined in the acceptance to be selected to the team level).

### **2. Trip Fees:**

- a. A deposit for the trip will be invoiced to athletes a minimum of 2 weeks prior to a trip. This **NON-REFUNDABLE** invoice must be paid prior to the start of the trip unless alternative arrangements are made with the ASJNC Board. The invoice will be based on the estimated total cost outlined by the Head Coach prior to the trip.
- b. Except by separate arrangements with the ASJNC Board, any athlete participating in the trip, partial or not, will be charged the full amount.
- c. All athletes will be provided a reminder of the fee agreement prior to travel as well as any other relevant information needed for the trip as determined by the ASJNC Board and/or the Head Coach.

### **3. Cancellation:**



- a. Athletes who have accepted a trip invitation must inform the ASJNC head coach, in writing, no less than 21 days prior to the start of the trip to avoid being invoiced for a deposit for the trip.

#### **4. Athlete Subsidy:**

- a. All ASJNC athletes are subsidized. The current subsidy rate will be 20% for all athletes.
- b. This includes fees related to training within the ASJNC umbrella (accommodation, hill fees for training, vehicle rental, etc). It does not include expenses for external coaching, FIS fees, or other fees not related to training. If in dispute, the ASJNC board will determine if the fee will or will not be covered.
- c. These subsidies apply **ONLY** to ASJNC member athletes who are in good standing (see the athlete code of conduct for definition).

#### **5. Club Subsidy Cap:**

- a. The total amount that the club will subsidize its athletes during trips in a fiscal year (April –March) will be capped.
- b. Overall subsidy cap for the club will be set each fiscal year depending on budgetary constraints.
- c. The value of the cap will be set each year within the ASJNC budget. Athletes will be informed prior to any trips if the club cannot cover the subsidy.

#### **6. Athlete Subsidy for National Team Tryout**

- a. Should an ASJNC athlete be invited on a National team trip and the athlete's participation on this trip is explicitly supported by the ASJNC Head Coach, this trip will be subsidized according to the athlete's current subsidy level, as approved by the ASJNC Board.

#### **7. Special Circumstances**

- a. Athletes with special circumstances may appeal, in writing, any of the above provisions to the ASJNC Board. All exceptions – including injury - will require ASJNC Board approval.



## **8. Non-ASJNC Athletes**

- a. If non-ASJNC athletes are invited on trips, they will be responsible for the same deposit to be paid before travel.
- b. Non-ASJNC athletes do not receive subsidies
- c. Non-Alberta\* based athletes must pay a fixed fee, as determined by the ASJNC board for the use of ASJNC resources (coaching, etc). This fee will be determined beforehand and must be paid ahead of time.
- d. All athletes are bound by the same requirements above as ASJNC athletes.

\* As ASJNC is supposed to foster AB athletes in Ski Jumping and Nordic Combined, this fee is waived and coaching is included for these athletes