

Coaching Enrolment Form

Welcome!

Thank you for choosing us. You are a valued member of our tennis centre and we look forward to continuing a long and happy association with you and your family.

We offer a wide range of professional coaching, fixture and social tennis programs for players of all standards and ages. In addition we have complete pro-shops offering the latest equipment at the best prices, great advice and a full restringing service. If you have any questions about our programs and services please do not hesitate to speak with our staff members. Our business has been teaching tennis and providing quality tennis programs for over thirty-five years; originally from our centre at Everton Park, now also at the Shaw Park Tennis Centre and the Morningside Tennis Centre. Further details in relation to our programs can be found on our website or by speaking with our office counter staff.

The following pages contain some basic facts and information about our coaching programs, together with an enrolment form and payment authority. Please remember that this authority must be updated if your personal or financial details change. Further information can also be found on our website at www.tennisgear.com.au

If you have any questions in relation to our programs please call or email us on the contact numbers provided below.

Once again, thank you for joining us and we look forward to providing you with the best possible tennis experience.

Contact Information



Everton Tennis Centre

65 Russell Street Everton Park Q 4053

p: 3353 2018 f: 3353 1723

e: info@tennisgear.com.au w: www.evertontennis.com.au

Shaw Park Tennis Centre

128 Shaw Rd Woolloowin

Postal Address: c/- 65 Russell St Everton Park Q 4053

p: 3266 1660 f: 3266 1667

e: info@shawparktennis.com.au w: www.shawparktennis.com.au

Morningside Tennis Centre

123 Beverley Street Morningside Q 4170

p: 3899 8110 f: 3899 8119

e: ms@tennisgear.com.au w: www.morningsidetennis.com.au

Fact Sheet

GENERAL

Programs

We provide a wide range of coaching programs. Our coaches are fully qualified tennis coaching professionals trained to the highest level. All our coaches are required to attend regular staff training and professional development sessions.

What should I bring?

Comfortable shoes, a hat, water bottle and racquet.

How are groups determined?

After initially being enrolled in a class suitable for their age and skill level, students will be assessed by their coach and may be moved to a group that is more appropriate to their standard.

What is the class size ratio?

Class sizes vary depending on the program. We believe it is important to have similar skill level across players within a group. Class size ratios are listed below:

<i>Program</i>	<i>Av Class Size</i>
Hotshots (30min class)	4
Hotshots (45min class)	6
Squad (90min class)	6
Adult (60min class)	6
Private Lessons	Max 2

Program Length

Our coaching programs run for 40 weeks per year. We do not coach on public holidays or State School holidays. We do coach on student free days at our Centres, but of course, not at schools. Your enrolment and payment authority remains in place until you notify us of your intention to cease.

Are the students assessed?

Yes, students are assessed against broad criteria set down by Tennis Australia every six months. A written report is issued to parents. Students are progressed using the Tennis Australia endorsed Hot Shots system.

Can parents watch?

Yes, parents are encouraged to watch, however we ask that parents do not enter the court unless requested by the coach.

Payment?

Payments for lessons are charged fortnightly in advance from either your nominated credit card or bank account.

Can I pay by account?

No, we do not charge in advance by the term, issue accounts, or accept ad-hoc payments over the counter. All regular coaching and Gameplay programs are charged by Direct Debit fortnightly in advance.

Joining Fee?

Yes, we require all regular coaching, Gameplay and Fixture players to pay an annual Membership/Joining Fee and the cost is \$36. Membership covers your insurance and affiliation with Tennis Queensland plus other benefits. More details can be found on p 3.

When should I start?

Our programs are designed to allow students to commence learning from any point within the program. Our focus is to ensure each student is grouped with players of a similar age and skill level. We use the Tennis Australia endorsed Hotshots program to teach and grade students.

What age?

Players can commence lessons from aged 4. We hold special 30 minute classes "named Mini-Red" for players aged between 4 and 6.

What is Gameplay?

Hotshots Gameplay is a specific coach supervised activity that allows students to practice what they have learned in their lesson. We highly recommend Hotshots Gameplay for all students enrolled in tennis lessons as involvement in this program greatly accelerates skill acquisition and improvement.

Hotshots vs Gameplay

Hotshot coaching refers to the Tennis Australia endorsed system of coaching and grading based on using modified equipment and coloured balls red, orange and green.

Gameplay is the name given to the fixture program where players are graded based on their ball colour (ie orange) and play against other players in a supervised environment. Gameplay is not a lesson, but it a great way to practice the skills learned in their lesson.

INCLEMENT WEATHER

What happens if it rains?

We will do everything possible to run our programs as scheduled. However weather may force us to cancel. Decisions to cancel lessons will generally not be made until immediately prior to the scheduled lesson commencement time.

Who do I call?

You call our centre immediately prior to the lesson scheduled commencement time.

When is the make-up for the wet weather lesson?

Wet weather make-up lessons are scheduled on the first Saturday of every State School Holiday break. To book into the make-up class, simply visit the office and list your child's name in the appropriate class. Booking for these classes is essential.

Fact Sheet (cont.)

MAKE UP LESSONS

School Lessons?

Again we do everything in our power to ensure the lesson is held on the scheduled day. At most schools we have an undercover area that we can utilize if the courts are unplayable. Check with your coach to find out the procedure for your school. Lessons lost due to wet weather can be made up on the wet weather makeup day at any of our Centres. Remember to book your place in these classes. See our yearly calendar at the end of this form for dates.

Other Make-ups

Due to our strict class size requirements, we do not offer make-up classes for casual absence or sickness. However if you are absent from class for an extended period of time i.e. more than 2 weeks, please contact us to make alternate arrangements.

TUITION FEES

How are fees charged?

We offer a convenient payment that provides payment of tennis tuition fees fortnightly from your nominated credit card or bank account. You can start your lessons at any time throughout the year and finish at any time; our only requirement is that you provide **14 days written notice** of your intention to do so.

Any transaction fees?

No, processing and merchant fees charged by Ezidebit are already included in your fortnightly tuition fee payment.

How do I cancel my enrolment?

You can cancel your enrolment and payment authority at any time by providing **14 days written notice**. Your instructions must be in writing, it is not sufficient to tell your coach, call our counter staff or leave a message. Cancellation & amendment forms are available from our office or you can email your instructions to accounts@tennisgear.com.au.

When are payments made?

Payments are charged to your nominated bank account or credit card fortnightly. Further information can be found on the DDR Payment Authority.

Who is Ezidebit?

We have engaged Ezidebit to process the credit card and bank account transactions on our behalf. The name **Ezidebit Health & Fitness Newstead** will appear on your bank statement or credit card statement as the billing agent for your tennis tuition fees.

What about public holidays?

We do not run tennis coaching on public holidays. If you are enrolled in a class that falls on a public holiday, you will not be charged for that lesson.

MORE QUESTIONS?

You can speak with your coach at the conclusion of the lesson, speak with the office counter staff or you can visit our website at www.tennisgear.com.au

Membership Fact Sheet

WHAT IS MEMBERSHIP / JOINING FEE?

It is **compulsory** that all regular players and students at our centres become a member of our Club. Becoming a member of our Club entitles you to a range of exclusive offers and benefits including automatic membership with Tennis Queensland.

The most important benefit however is insurance. All players must have accident and injury cover if they wish to be enrolled in our coaching, fixtures, social and tournament programs. Membership provides automatic accident insurance cover.

What are the benefits?

The offers and benefits vary from time to time and are published on our website at www.tennisgear.com.au. They include accident and injury insurance cover, membership with Tennis Queensland, access to our club championships, discounts and benefits such as priority tickets to the Brisbane International and others as advertised from time to time.

How much is membership?

Membership is \$36 per annum and is charged annually on the anniversary of your joining date.

Why do I have to pay this?

Our centres are affiliated with Tennis Queensland. Tennis Queensland is the governing body of our sport and they charge a fee to their affiliates for membership to cover their costs in providing insurance cover, support and administration of our state tennis programs. This cost is passed on to affiliated clubs such as ours and then shared equally across our players.

How do I claim on the insurance policy?

As a member of our Club you are covered for accident and injuries sustained while you are involved in tennis related activities.

Where can I get more information?

For more information about the policy and inclusions please see <http://australia.marsh.com/Programs/Tennis/Home>

For information regarding member benefits with Tennis Queensland please see <http://www.tennis.com.au/qld/clubs/membership/member-benefits>

Membership & Coaching Enrolment Form

We require all players to formally register in our coaching program by providing your contact details and payment instructions for your tuition fees and membership fees. Tuition fees are charged fortnightly by direct debit and it is necessary to complete this form once as it remains current until cancelled. **Please note that you are required to complete a new form if your contact details or payment instructions change.**

Player Name: Birth Date:/...../..... Male Female

Parents Name (if applic): Mobile:

Street Address: Home Ph:

Suburb: Postcode: Email:

Payment Instruction

I/we authorise payment of tennis coaching fees as outlined below and in accordance with the DDR agreement on the reverse side of the form. The coaching program runs for 40 weeks per year, coaching tuition fee payments are charged fortnightly and **can be cancelled at any time with 14 days written notice** as per the DDR agreement. No payments are charged during State School Holiday periods or for Public Holidays. Fortnightly program fees for 2014 are listed below and will be reviewed each January.

	Casual Fee	Regular Fortnightly*		Casual Fee	Regular Fortnightly*	Head Coach
<input type="checkbox"/> Hotshots Coaching	\$22	\$37 (\$18.50 pw)	<input type="checkbox"/> ½ hr Pte	\$55	\$95 (\$47.50pw)	\$110
<input type="checkbox"/> Game Play	\$20	\$30 (\$15.00 pw)	<input type="checkbox"/> 45m Pte	\$70	\$130(\$65.00 pw)	\$150
<input type="checkbox"/> Squad	\$38	\$65 (\$32.50 pw)	<input type="checkbox"/> 1 hr Pte	\$90	\$165 (\$82.50pw)	\$180
<input type="checkbox"/> HP Package	\$130	\$230(\$115.00 pw)	<input type="checkbox"/> Adult/Cardio	\$25	\$37 (\$19.00 pw)	
			<input type="checkbox"/> Other			

Plus Annual Joining/Membership Fee \$36.00 (paid annually on your joining anniversary).

** Total costs including processing fees. Our program fees above are **inclusive of** Ezidebit Processing and Merchant Fees.*

Payment from Bank, Building Society or Credit Union

Financial Institution: Name of Account Holder(s):

BSB Number: Account Number:

I/we authorise **Ezidebit** Pty Ltd ACN 096 902 813 (User ID Number 165969) to debit my/our account listed above through the Bulk Electronic Clearing System (BECS) in accordance with the debit arrangement above and as per the Ezidebit DDR Service Agreement provided. Please note that the charges listed above are inclusive of the a transaction processing fee of 55c as this fee is paid by Tennisgear Management Pty Ltd.

OR

Payment from Credit Card Card Type Visa Mastercard

Card Number: Expiry Date:

Name on Card:

By signing this form, I/we authorise **Ezidebit Health & Fitness Newstead** acting on behalf of the business to debit payments for tennis lesson from my credit card listed above and I/we acknowledge that Ezidebit will appear as the merchant on my credit card statement. I/we agree to reimburse Ezidebit and indemnify Ezidebit for any successful claims made by the Card Holder through their financial institution against Ezidebit. Please note that the fees listed above are inclusive of the transaction processing fees which are of the greater of \$0.55c or 2% on Visa & Mastercard. These fees are included in your fortnightly program fee and paid by Tennisgear Management Pty Ltd.

Authorisation

This authorisation is to remain in force from this date and will continue in accordance with the DDR agreement on the reverse page which I/we have read and understood. The administration of this agreement is conducted by **Ezidebit Health & Fitness Newstead as a billing agent only.**

1. 2. Date: / /

Signature(s) of account or card holder(s)

DDR Service Agreement

Service Provider Our Direct Debit service provider is Ezidebit Pty Ltd ACN 096 902 813 (Direct Debit User ID number 165969) herein referred to as "Ezidebit". Their name will appear on your bank or credit card statement as the debtor of the funds that you will be paying for services from the Morningside Tennis Centre, Shaw Park Tennis Centre and Everton Tennis Centre "the Business". This Direct Debit Request (DDR) Service Agreement forms part of the terms and conditions of the DDR Authority and should be read in conjunction with the DDR Authority.

DDR's DDR's are a convenient payment mechanism and can be arranged for one off payments, ongoing payments, for fixed amounts or amounts that vary from time to time. The basis on which the DDR will be processed is as follows: The amount owing on account at the end of the month, processing date, or otherwise as agreed on the DDR Authority. I/We acknowledge that Ezidebit is acting as a Direct Debit Agent for the Business and that Ezidebit does not provide any goods or services (other than the direct debit collection services to me/us for the Business pursuant to the Direct Debit Request and this DDR Service Agreement) and has no express or implied liability in regards to the goods and services provided by the Business or the terms and conditions of any agreement that I/We have with the Business. Ezidebit is engaged by the business a bulk payment processing service provider and does not supply any other goods or services.

Payment I/We acknowledge that the debit amount will be debited from my/our account according to the terms and conditions of my/our agreement with the Business and the terms and conditions of the Direct Debit Request (and specifically the Debit Arrangement and the Fees/Charges detailed in the Direct Debit Request) and this DDR Service Agreement. I/We acknowledge that it is my/our responsibility to ensure that there are sufficient cleared funds in the nominated account by the due date to enable the direct debit to be honoured on the debit date. Direct debits normally occur overnight, however transactions can take up to three (3) business days depending on the financial institution. Accordingly, I/We acknowledge and agree that sufficient funds will remain in the nominated account until the direct debit amount has been debited from the account and that if there are insufficient funds available, I/We agree that Ezidebit will not be held responsible for any fees and charges that may be charged by either my/our or its financial institution.

Timing I/We acknowledge that there may be a delay in processing the debit if:-

- (1) there is a public or bank holiday on the day of the debit, or any day after the debit date;
- (2) a payment request is received by Ezidebit on a day that is not a banking business day in Queensland;
- (3) a payment request is received after normal Ezidebit cut off times, being 4:00pm Queensland time.

Any payments that fall due on any of the above will be processed on the next business day. **Public Holidays** Coaching tuition fees are charged fortnightly. If you have paid for a lesson that falls on a public holiday, you are entitled to a credit for that lesson.

Variations & Amendments I/We authorise Ezidebit to vary the amount of the payments from time to time as may be agreed by me/us and the Business as provided for within my/our agreement with the Business. I/We authorise Ezidebit to vary the amount of the payments upon receiving instructions from the Business of the agreed variations. I/We do not require Ezidebit to notify me/us of such variations to the debit amount. I/We acknowledge that Ezidebit is to provide at least 14 days' notice if it proposes to vary any of the terms and conditions of the Direct Debit Request or this DDR Service Agreement including varying any of the terms of the debit arrangements between us.

Cancellations in Writing I/We acknowledge that I/We will contact the Business if I/We wish to alter or defer any of the debit arrangements and that **14 days written notice** must be given to the business to cancel this agreement. An email to the business will constitute notice in writing.

Dispute Resolution I/We acknowledge that any request by me/us to stop or cancel the debit arrangements will be directed to the Business. I/We acknowledge that any disputed debit payments will be directed to the Business and/or Ezidebit. If no resolution is forthcoming, I/We agree to contact my/our financial institution.

Returned & Dishonoured DDR's I/We acknowledge that if a debit is returned by my/our financial institution as unpaid, a failed payment fee is payable by me/us to Ezidebit. **The current fee charged by Ezidebit for reprocessing a returned DDR is \$15.** I/We will also be responsible for any fees and charges applied by my financial institution for each unsuccessful debit attempt together with any collection fees, including but not limited to any solicitor fees and/or collection agent fee as may be incurred by Ezidebit or the business. I/We authorise Ezidebit to attempt to re-process any unsuccessful payments as advised by the Business. I/We acknowledge that certain fees and charges (including setup, variation, SMS or processing fees) may apply to the Direct Debit Request and may be payable to Ezidebit and subject to my/our agreement with the Business agree to pay those fees and charges to Ezidebit.

Confidentiality and Your Privacy You appoint Ezidebit as your exclusive agent with regard to the control, management and protection of your personal information (relating to the Business and contained in this DDR Service Agreement). You irrevocably authorise Ezidebit to take all necessary action (which we deem necessary) to protect your personal information, including (but not limited to) prohibiting the release to or access by third parties without your consent. You hereby irrevocably authorise, direct and instruct any third party who holds/stores keeps your personal information (relating to the Business and contained in this DDR Service Agreement) to release and provide such information to Ezidebit on our written request. Ezidebit will keep your information about your nominated account at the financial institution private and confidential unless this information is required to investigate a claim made relating to an alleged incorrect or wrongful debit, or as otherwise required by law. Further information relating to Ezidebit's Privacy Policy can be found at www.ezidebit.com.au

Credit Card Payments I/We acknowledge that **"Ezidebit Health & Fitness Newstead"** will appear as the merchant for all payments from my/our credit card. I/We acknowledge and agree that Ezidebit will not be held liable for any disputed transactions resulting in the non supply of goods and/or services and that all disputes will be directed to the Business as Ezidebit is acting only as a Direct Debit Agent for the Business. I/We acknowledge and agree that in the event that a claim is made, Ezidebit will not be liable for the refund of any funds and agree to reimburse Ezidebit for any successful claims made by the Card Holder through their financial institution against Ezidebit. I/We acknowledge that Credit Card Fees are a minimum of the Transaction Fee or the Credit Card Fee, whichever is greater as detailed on the Direct Debit Request. I/We authorise Ezidebit to verify details of my/our account with my/our financial institution; and my/our financial institution to release information allowing Ezidebit to verify my/our account details.

Ezidebit Contact PO Box 3327 Newstead, QLD 4006 P: (07) 3124 5500 F: (07) 3124 5555 w: www.ezidebit.com.au

Business Contact Tennisgear Management Pty Ltd 65 Russell Street Everton Park Qld 4053 P: (07) 3353 2018 w: www.tennisgear.com.au

January							
Wk	Su	M	Tu	W	Th	F	Sa
				1	2	3	4
	5	6	7	8	9	10	11
	12	13	14	15	16	17	18
	19	20	21	22	23	24	25
1	26	★	28	29	30	31	

February							
Wk	Su	M	Tu	W	Th	F	Sa
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3	9	★	11	12	13	14	15
4	16	17	18	19	20	21	22
5	23	★	25	26	27	28	

March							
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8	16	17	18	19	20	21	22
9	23	★	25	26	27	28	29
10	30	31					

April							
Wk	Su	M	Tu	W	Th	F	Sa
			1	2	3	4	5
	6	7	8	9	10	11	12
	13	14	15	16	17	18	19
11	20	★	22	23	24	25	26
12	27	28	29	30			

May							
Wk	Su	M	Tu	W	Th	F	Sa
					1	2	3
13	4	★	6	7	8	9	10
14	11	12	13	14	15	16	17
15	18	★	20	21	22	23	24
16	25	26	27	28	29	30	31

June							
Wk	Su	M	Tu	W	Th	F	Sa
17	1	★	3	4	5	6	7
18	8	9	10	11	12	13	14
19	15	★	17	18	19	20	21
20	22	23	24	25	26	27	28
	29	30					

July							
Wk	Su	M	Tu	W	Th	F	Sa
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	6	7	8	9	10	11	12
21	13	★	15	16	17	18	19
22	20	21	22	23	24	25	26
23	27	★	29	30	31		

August							
Wk	Su	M	Tu	W	Th	F	Sa
						1	2
24	3	4	5	6	7	8	9
25	10	★	12	13	14	15	16
26	17	18	19	20	21	22	23
27	24	★	26	27	28	29	30
28	31						

September							
Wk	Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5	6
29	7	★	9	10	11	12	13
30	14	15	16	17	18	19	20
	21	22	23	24	25	26	27
	28	29	30				

October							
Wk	Su	M	Tu	W	Th	F	Sa
				1	2	3	4
31	5	★	7	8	9	10	11
32	12	13	14	15	16	17	18
33	19	★	21	22	23	24	25
34	26	27	28	29	30	31	

November							
Wk	Su	M	Tu	W	Th	F	Sa
							1
35	2	★	4	5	6	7	8
36	9	10	11	12	13	14	15
37	16	★	18	19	20	21	22
38	23	24	25	26	27	28	29
39	30						

December							
Wk	Su	M	Tu	W	Th	F	Sa
		★	2	3	4	5	6
40	7	8	9	10	11	12	13
	14	15	16	17	18	19	20
	21	22	23	24	25	26	27
	28	29	30	31			

- Coaching Fees Payment Dates
- Wet Weather Make-up Days
- Holiday Clinic Dates (proposed)
- Pub Hol (no coaching-no charge)
- SFD (no school coaching-no charge)

40 Week Coaching Program			
20 Fortnightly Payments			
Jan 27	Apr 21	Jul 14 & 28	Oct 6 & 20
Feb 10 & 24	May 5 & 19	Aug 11 & 25	Nov 3 & 17
Mar 10 & 24	Jun 2 & 16	Sep 7	Dec 1

Everton Tennis
3353 2018

Shaw Park Tennis
3266 1660

Morningside Tennis
3899 8110