

	<b>Membership Policy</b>	
	<b>Date Approved:</b> April 3, 2017	<b>Date Created:</b> February 2013
	<b>Approved by:</b> Board of Directors	<b>Last Revised:</b> April 3, 2017
		<b>Effective Date:</b> April 4, 2017

## Purpose

This policy defines special Memberships categories approved by the Board of Directors in addition to Shareholder, Non Shareholder, Honorary life, Social and Junior memberships as defined in the By-Laws.

## Scope

The policy outlines the sub categories of membership, approved by the board, specifically Secondary, Associate, and first Year memberships. These sub categories are established for the purposed of setting special rates.

## Policy Statement

- 1) **Associate Membership:** This membership permits the individual to play one round a week during the golfing season. There are no other privileges at Clare Golf & CC available for this type of membership. Associate membership is available to an individual who has paid a **full rate membership** at one of the golf courses with which Clare Golf and Country Club has a reciprocal agreement. Proof of a full rate membership at the primary club will be requested.
- 2) **Secondary Membership:** Is available to an individual who has paid a **full rate membership** at one of the golf courses with which Clare Golf and Country Club has a reciprocal agreement. This membership provides the individual all the benefits of a membership, including eligibility of playing in club tournaments. Proof of a full rate membership at primary club will be requested. The secondary membership rate is not available if the membership at the primary course is a first year membership or an otherwise reduced fee membership; however, an exception can be made if the individual is **a first time golfer**.
- 3) **First Year Membership:** This membership rate is available for shareholders or non shareholders. Individuals who have not been a member at Clare Golf and Country Club for the past three (3) consecutive years are eligible for the reduced membership classified as a first year member. First year members are entitled to all the benefits of a full membership.

## Roles and Responsibilities

- 4) The Board will establish the rates for each category of membership annually.
- 5) The Manager will ensure there is an up to date list of members of all categories in the pro-shop.
- 6) The Manager will maintain an active list of reciprocal Golf Clubs where Associate & Secondary Membership is available.
- 7) Staff are responsible to ensure that individuals requesting membership as shareholders, first year, associate, and secondary provide the appropriate documentation to qualify for that category of membership.