

<b>Title</b>	<b>Membership Policy</b>		
<b>Approved by</b>	<b>Board of Directors</b>	<b>Approved Date:</b>	<b>May 20, 2014</b>
<b>Version</b>	<b>01</b>		
<b>Security Classification</b>	<b>Public (may be posted on website)</b>		

**1. TITLE – Membership Policy**

**2. POLICY STATEMENT** – The Galt Curling Club will offer Annual Memberships and Lifetime Memberships.

- Different types of Annual Memberships will be available for purchase
- A limited number of Lifetime Memberships are available. Lifetime Memberships are awarded by the Board according to the details in the club By Laws (Section 5.4).

**3. PURPOSE** – The purpose of this policy is to describe the membership programs offered at the Galt Curling Club and to describe the benefits and restrictions in place for each membership type.

**4. SCOPE** – This policy applies to all memberships, all ages.

**5. OBJECTIVE** – The objective of this policy is to facilitate the member registration process and support membership compliance activities.

**6. ADDITIONAL POLICY DETAILS**

**6.1 Annual Memberships offered by the Galt Curling Club**

**None of the Member Benefits are available until after Membership Fees are fully paid.**

FULL SEASON ADULT MEMBERSHIPS			
Membership Type	Description	Benefits	Restrictions
Adult Unlimited	Adult Unlimited memberships are offered to anyone 18 years of age and over. May register in any adult leagues.	<ul style="list-style-type: none"> <li>• Unlimited sparing</li> <li>• Reduced rate for hall or ice rentals</li> <li>• Practice ice at no charge</li> <li>• Eligible for OCA events</li> <li>• Discount at Pro Shop</li> <li>• Early bird discount for next season’s registration</li> <li>• Membership referral program credits apply</li> <li>• Seasonal locker rentals available for locked storage</li> <li>• Free use of locker for day use with no lock</li> <li>• Eligible to participate in all club events (opening/closing bonspiel)</li> <li>• Volunteer opportunities available</li> <li>• Eligible for couples discount.</li> </ul>	
Adult Limited	Adult Limited	• 6 free sparing opportunities	• Adult Limited

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	memberships are offered to anyone 18 years of age and over.	<p>and \$10.00 per game sparing after that.</p> <ul style="list-style-type: none"> <li>• Able to curl in daytime leagues</li> <li>• Reduced rate for hall or ice rentals</li> <li>• Practice ice at no charge</li> <li>• Eligible for all OCA events</li> <li>• Discount at Pro Shop</li> <li>• Early bird discount for next season's registration</li> <li>• Membership referral program credits apply</li> <li>• Seasonal locker rentals available for locked storage</li> <li>• Free use of locker for day use with no lock</li> <li>• Eligible to participate in all club events (opening/closing bonspiel)</li> <li>• Volunteer opportunities</li> <li>• Eligible for couples discount</li> </ul>	members may register for ONE adult evening league only (daytime leagues are not restricted).
Adult Day League	Adult Day League memberships are offered to anyone 18 years of age who wish to curl during the day time (Monday to Friday) only.	<ul style="list-style-type: none"> <li>• Unlimited <u>day time</u> sparing</li> <li>• Reduced rate for hall or ice rentals</li> <li>• Practice ice at no charge</li> <li>• Eligible for OCA events</li> <li>• Discount at Pro Shop</li> <li>• Early bird discount for next season's registration</li> <li>• Membership referral program credits apply</li> <li>• Seasonal locker rentals available for locked storage</li> <li>• Free use of locker for day use with no lock</li> <li>• Eligible to participate in all club events (opening/closing bonspiel)</li> <li>• Volunteer opportunities available</li> <li>• Eligible for couples discount</li> </ul>	<ul style="list-style-type: none"> <li>• No registration in evening leagues</li> <li>• No free sparing in evening leagues, however may spare in evening leagues for \$10 per game</li> </ul>
Adult ONE Day League	Adult ONE Day League memberships are offered to anyone 18 years of age and over who wish to curl during the day time in ONE weekday league only	<ul style="list-style-type: none"> <li>• 3 free daytime sparing opportunities and \$10.00 per game sparing after that</li> <li>• Reduced rate for hall or ice rentals</li> <li>• Practice ice at no charge</li> <li>• Eligible for OCA events</li> <li>• Discount at Pro Shop</li> <li>• Early bird discount for next season's registration</li> <li>• Membership referral</li> </ul>	<ul style="list-style-type: none"> <li>• Adult ONE Day League may register in ONE league only</li> <li>• No free sparing in evening leagues, however may spare in evening leagues for \$10 per game</li> </ul>

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		<ul style="list-style-type: none"> <li>program credits apply</li> <li>Seasonal locker rentals available for locked storage</li> <li>Free use of locker for day use with no lock</li> <li>Eligible to participate in all club events (opening/closing bonspiel)</li> <li>Volunteer opportunities available</li> <li>Eligible for couples discount</li> </ul>	
Social	Social Memberships are offered to anyone 18 years of age and over who wish to participate in club activities but do not wish to register in a curling league.	<ul style="list-style-type: none"> <li>3 free sparing opportunities and \$10.00 per game sparing after that.</li> <li>Free use of locker for day use with no lock</li> <li>Eligible to participate in all club events (opening/closing bonspiel)</li> <li>Volunteer opportunities available</li> </ul>	<ul style="list-style-type: none"> <li>Social members do not register in any curling leagues</li> <li>May not play or spare in OCA events</li> <li>May not hold a position on the Board</li> </ul>
Student Unlimited (under 25 years old)	Student Unlimited memberships are available to curlers under 25 years of age who are enrolled full time in secondary or post-secondary education.	<ul style="list-style-type: none"> <li>Unlimited sparing</li> <li>Able to curl in adult leagues</li> <li>Reduced rate for hall or ice rentals</li> <li>Practice ice at no charge</li> <li>Eligible for OCA events</li> <li>Discount at Pro Shop</li> <li>Early bird discount for next season's registration</li> <li>Membership referral program credits apply</li> <li>Seasonal locker rentals available for locked storage</li> <li>Free use of locker for day use with no lock</li> <li>Eligible to participate in all club events (opening/closing bonspiel)</li> <li>Volunteer opportunities available</li> </ul>	
OCA	OCA memberships are offered to anyone who is a full member at another curling club and wish to participate in GCC activities but do not wish to register in a GCC league HOWEVER, they do wish to be able to play in OCA events as a GCC Team. Must provide proof of	<ul style="list-style-type: none"> <li>\$10.00 per game sparing</li> <li>Eligible for OCA events</li> <li>Free use of locker for day use with no lock</li> <li>Practice ice at no charge if practicing with a full member of the GCC</li> <li>Practice ice available at club rates when practicing without a member of the GCC</li> <li>Volunteer opportunities</li> </ul>	<ul style="list-style-type: none"> <li>May not hold a position on the Board</li> <li>May not register in any regular leagues of the GCC</li> </ul>

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	registration at another curling club.	available	
FULL SEASON JUNIOR AND LITTLE ROCK MEMBERSHIPS			
Membership Type	Description	Benefits	Restrictions
Little Rock Basic	Little Rock memberships are available to curlers 6 to 11 years old to play on SUNDAY only	<ul style="list-style-type: none"> <li>• Reduced rate for hall or ice rentals</li> <li>• Practice ice at no charge (once membership fees have been paid in full)</li> <li>• Eligible for OCA events</li> <li>• Discount at Pro Shop</li> <li>• Early bird discount for next season's registration</li> <li>• Membership referral program credits apply</li> <li>• Seasonal locker rentals available for locked storage</li> <li>• Free use of locker for day use with no lock</li> <li>• Eligible to participate in all club events</li> </ul>	<ul style="list-style-type: none"> <li>• May not curl in Adult Leagues</li> </ul>
Little Rock + Youth Competitive	A Youth Competitive membership is available to curlers under 12 years of age who wish to participate in Bantam/Junior intramural leagues or the Bantam/Junior competitive league. Can play on SUNDAY only.	<ul style="list-style-type: none"> <li>• Reduced rate for hall or ice rentals</li> <li>• Practice ice at no charge (once membership fees have been paid in full)</li> <li>• Eligible for OCA events</li> <li>• Discount at Pro Shop</li> <li>• Early bird discount for next season's registration</li> <li>• Membership referral program credits apply</li> <li>• Seasonal locker rentals available for locked storage</li> <li>• Free use of locker for day use with no lock</li> <li>• Eligible to participate in all club events</li> </ul>	<ul style="list-style-type: none"> <li>• May not curl in Adult Leagues</li> </ul>
Junior Basic -OR- Junior Competitive	A Junior is anyone under 20 years of age who is not registered as a Little Rock curler. Sunday ONLY.	<ul style="list-style-type: none"> <li>• Reduced rate for hall or ice rentals</li> <li>• Practice ice at no charge (once membership fees have been paid in full)</li> <li>• Eligible for OCA events</li> <li>• Discount at Pro Shop</li> <li>• Early bird discount for next season's registration</li> <li>• Membership referral program credits apply</li> <li>• Seasonal locker rentals available for locked storage</li> <li>• Free use of locker for day use with no lock</li> </ul>	<ul style="list-style-type: none"> <li>• May not curl in Adult Leagues</li> </ul>

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		<ul style="list-style-type: none"> <li>• Eligible to participate in all club events</li> </ul>	
Junior + Youth Competitive	Junior Intramural and competition in Bantam/Junior Sunday only.	<ul style="list-style-type: none"> <li>• Unlimited sparing</li> <li>• Reduced rate for hall or ice rentals</li> <li>• Practice ice at no charge (once membership fees have been paid in full)</li> <li>• Eligible for OCA events</li> <li>• Discount at Pro Shop</li> <li>• Early bird discount for next season's registration</li> <li>• Membership referral program credits apply</li> <li>• Seasonal locker rentals available for locked storage</li> <li>• Free use of locker for day use with no lock</li> <li>• Eligible to participate in all club events</li> </ul>	<ul style="list-style-type: none"> <li>• May not curl in Adult Leagues</li> </ul>
<b>HALF SEASON MEMBERSHIPS</b>			
Membership Type	Description	Benefits	Restrictions
Adult ½ Season Unlimited	<ul style="list-style-type: none"> <li>• Adult ½ Season Unlimited memberships are offered to anyone 18 years of age and over.</li> <li>• May register in any adult leagues.</li> <li>• "First Half" seasonal memberships end on December 31.</li> <li>• "Second Half" seasonal memberships begin on January 1.</li> </ul>	<ul style="list-style-type: none"> <li>• Unlimited sparing</li> <li>• Reduced rate for hall or ice rentals</li> <li>• Practice ice at no charge</li> <li>• Eligible for OCA events</li> <li>• Discount at Pro Shop</li> <li>• Early bird discount for next season's registration</li> <li>• Membership referral program credits apply</li> <li>• Seasonal locker rentals available for locked storage</li> <li>• Free use of locker for day use with no lock</li> <li>• Eligible to participate in all club events (opening/closing bonspiel)</li> <li>• Volunteer opportunities available.</li> </ul>	<ul style="list-style-type: none"> <li>• May only curl during the season in which they are registered.</li> <li>• Not eligible for couples discount</li> </ul>
Adult ½ Season Limited	<ul style="list-style-type: none"> <li>• Adult ½ Season Unlimited memberships are offered to anyone 18 years of age and over.</li> <li>• May register in any adult leagues.</li> <li>• "First Half" seasonal memberships end on December 31.</li> <li>• "Second Half" seasonal memberships</li> </ul>	<ul style="list-style-type: none"> <li>• 3 free sparing opportunities in and \$10.00 per game sparing after that.</li> <li>• May curl in day leagues</li> <li>• Reduced rate for hall or ice rentals</li> <li>• Practice ice at no charge (once membership fees have been paid in full)</li> <li>• Eligible for OCA events</li> <li>• Discount at Pro Shop</li> </ul>	<ul style="list-style-type: none"> <li>• Adult ½ Season Limited members may register for ONE adult evening league only (daytime leagues are not restricted).</li> </ul>

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	begin on January 1.	<ul style="list-style-type: none"> <li>• Early bird discount for next season's registration</li> <li>• Membership referral program credits apply</li> <li>• Seasonal locker rentals available for locked storage</li> <li>• Free use of locker for day use with no lock</li> <li>• Eligible to participate in all club events (opening/closing bonspiel)</li> <li>• Volunteer opportunities available.</li> </ul>	
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### NOTES to **Membership Benefits**

- PRACTICE ICE: Practice ice must be pre-scheduled with the club office and will be approved if the requested timeslot is available. Scheduled league play and club rentals are given first priority.

## 6.2 – Membership Fees and Payment Terms

### Membership Fees

- Membership Fees will be reviewed and approved by the Board on an annual basis.
- Prior year members will be given the opportunity for an 'early bird discount' on their membership fees if they pay in full by May 31. (Payment schedules, such as post dated cheques, do not apply for early bird discounts.)
- The early bird discount means that the member is can hold the prior year's membership fee into the next year.

### Payment Terms & Late Fees

#### All membership fees due at time of registration and late fees will apply as described below.

- Full Season and 'First Half' (Oct. – Dec.) Memberships:
  - Membership fees are due at registration and if not paid by the last Friday in September for full season and 'first half' season curlers – after which a \$20 late fee will be charged to returning full season curlers and a \$10 late fee for returning 'First Half' curlers. To avoid late fees, the membership fees must be paid in full or the member must be committed to an approved payment schedule (such as providing post dated instalment cheques) by the DUE DATE.
  - For returning curlers, league registration will be on a first paid, first to register basis up to the last Friday in September. After the last Friday in September, new members will be awarded remaining spots on leagues of their choice following the first paid, first registered criteria. Late registration and payment (from returning and new members) will only be accepted if there is a spot available in the league of the member's choice.
- 'Second Half' (Jan – April) Memberships:
  - Membership fees will be DUE by the last Friday in December for 'second half' season curlers – after which a late fee & late criteria noted above will apply
- No benefits of membership will be given to a member until the membership is paid in full (which includes approved payment schedules being in place).
  - Curlers cannot be assigned to teams or leagues until their membership fees are paid
  - Competition teams cannot be scheduled until at least three of the four team members have paid their membership fees in full.

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- Curlers may not use early season practice ice at no cost until the membership fees are paid in full, which may need to be paid ahead of the scheduled registration dates if the curler wishes to take advantage of early September ice practice.

### Refund Policies

#### FULL SEASON CURLERS

- There is NO REFUND for the OCA or Capital portion of the membership fee
  - A 50% refund will be provided if the curler withdraws by October 31
  - A 25% refund will be provided if the curler withdraws by December 31
  - There are no refunds after December 31

#### HALF SEASON CURLERS

- **There is NO REFUND for the OCA or Capital portion of the membership fee**
  - A 25% refund will be provided if the curler withdraws by October 31 (for first half curlers) or January 31 (for second half curlers)

#### DECEASED MEMBERS

- If a member becomes deceased during the curling season, a pro-rated refund will be provided to the estate upon request. The OCA and Capital fees are not eligible as part of the refund.

### 6.3 – Changes to the Annual Membership Program

- Any changes to
  - 6.1 Annual Memberships
  - 6.2 Membership Fees and Payment Terms

will be determined by the Board, except where specified in the club By Laws.

### 6.4 Lifetime Memberships (As per By Laws 5.4)

- The Board of Directors may grant Life Members from time to time, in recognition of lengthy and meritorious service to the CLUB.
- Life Members shall be entitled to all rights and privileges of Full Membership but shall be exempted from paying annual membership fees.
- Life Members shall be suitably recognized at an Annual General Meeting, and there shall be a permanent record of their election as Life Membership displayed in the CLUB.
- There shall be no more than twelve (12) living Lifetime Members.

### 6.5 Membership Code of Behaviour & Revocation of Membership

(As per the club By Laws Section 6.1):

In case the conduct of any member, either in or outside the CLUB premises, shall, in the opinion of the directors, be injurious to the character, interest, or good order of the CLUB, the Directors are empowered to pass a resolution revoking his/her membership and he/she shall forthwith cease to be a member. The unexpired portion of the annual fee for the current year shall be returned to the expelled member, along with written notification of expulsion.

NOTE: Specific attention is drawn to the requirement for all members to be compliant with legislated requirements for Alcohol purchase and consumption. Alcohol may only be consumed in licensed areas of the club and all alcohol must be bought under the club's liquor licence. **NO OUTSIDE LIQUOR MAY BE BROUGHT INTO THE CLUB.**

**6.6 Member Referral Program:** Effective with the curling season beginning September 2014, the Galt Curling Club has discontinued any prior Member Referral Program incentives.

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### 7. ROLES AND RESPONSIBILITIES

<b>Party / Parties</b>	<b>Roles and responsibilities</b>
Board	Responsible to review the Membership Policy on an Annual Basis
Members	Responsible to adhere to the Membership Policy at all times
Club Manager	Responsible to communicate and adhere to the Membership Policy at all times.
Conveners	Responsible to adhere to the Membership Policy at all times

### 8. MONITORING, EVALUATION AND REVIEW

This policy will be reviewed by the Board on an annual basis.

### 9. DEFINITIONS AND ABBREVIATIONS

OCA – Ontario Curling Association

### 10. ASSOCIATED DOCUMENTS

TBD – Membership Procedure

TBD – Comprehensive Rate Schedule of the GCC

### 11. REFERENCES

Club By Laws