



GROUP MEMBERSHIP PROGRAM POLICY & PROCEDURE

GROUP MEMBERSHIP PROGRAM OVERVIEW

Lone Wolf Golf Club (LWGC) offers organizations the opportunity to purchase bulk memberships at a discounted price per member. It is an opportunity for a company or organization that has specific membership criteria (eg. Employment relationship, membership fee, etc.) to purchase 10 or more season memberships.

The program involves a flat fee “buy-in” and a per member fee. The flat fee can be paid by the organization or is divided among the participants in the bulk membership purchase. See the Enrolment section for details.

In 2017, the flat fee is \$3000 and the individual memberships are \$300 each. These rates are established at the start of each season. This program can be discontinued or adjusted at any time at the sole discretion of LWGC.

ELIGIBILITY

To participate in the program, an accredited organization must have a specific membership criteria that is suitably recorded and tracked which identifies members of the organization. This could be a business, in which case it would extend to employees, or an association that has an acceptable means of registering and identifying members.

In the case of a business, the Group Membership program can be offered to employees, long service (10+ years) retirees, and dependent/core contractors. A dependent or core contractor would be defined as an individual whose employment specific to that organization represents at least 75% of a full time equivalent position.

There must be at least 10 participants in order to join the Group Membership program.

Individuals who purchase within the Group Membership Program must be able to provide proof of association with the organization. Spouses of these individuals would also be eligible to join. It does not extend to any other relative of the individual.

A contact person is required within the organization who identifies the members within their group and verifies the accuracy of the individual member’s eligibility. Purchases of memberships by individuals not eligible to participate in the program can result in the immediate cancellation of their membership, without refund, and may also result in the organization and/or the individual not being eligible to participate in future years.

Any questions with regard to eligibility are to be directed to the General Manager. Final determination with regard to organization or individual eligibility will be determined by the General Manager.



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ENROLMENT WITHIN THE GROUP MEMBERSHIP PROGRAM

Upon contact with LWGC, the General Manager confirms that the organization meets the eligibility criteria and provides details for the current season. This information includes the current season pricing structure, deadline date for identifying individuals and appropriate identification for the individual to show in order to purchase membership. This information is provided to the contact person to disseminate within their organization.

As the course opens and group memberships get established, it is understood that some individuals may purchase individual memberships before they are aware that they can participate in a group membership plan. Until May 31st of each season, if an individual purchases a membership and later identifies that they are an eligible member of a group membership, the purchase can be refunded in order to purchase the membership at the applicable group membership price. After May 31st, there will be no refunds of individual memberships to purchase group memberships.

a) Organization Pays Upfront Fee

The organization determines whether the flat fee is to be paid by the individual members or whether the organization is paying the flat fee. If the organization is paying the flat fee, a list may not be required unless there is no other means of appropriate identification for individuals and individuals can begin purchasing memberships immediately at \$300 each.

b) Participants Pay Upfront Fee

If the flat fee is to be distributed among the individuals, the contact person then produces a list of the interested individuals, minimum of 10, to LWGC and certifies that all individuals are eligible for participation. All individuals on the list must purchase a membership by May 31st (as they are paying their share of the flat fee) or the individual and/or organization may not be permitted to participate in the future. LWGC reserves the right to require the contact person to collect all membership fees and submit to the Golf Club at one time.

Once the list has been finalized and provided to LWGC who calculates the price for each individual membership and then the individuals can purchase their membership. The rate is as follows:

$$\$300 + (\$3000 / \text{total number of members})$$

For example, if there are 10 members, each pays $\$300 + \$3000/10$ or \$600. If there are 25 members, the price per member would be \$420 ($\$300 + \$3000/25$). See Appendix A for further sample calculations.



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Any individuals not on the list provided at the time of registering in the program and eligible to participate in the program are also able to purchase memberships at a later date at the amount established when the organization first enrolls. The rate does not get adjusted during the season.

c) Returning Organizations

If an organization has participated in previous years, has had a stable level of membership participation over 25 members, and an acceptable means of identification for individuals, previous group history can be utilized to determine the membership rate for the season. This is offered at the sole discretion of LWGC and then the rate will not be adjusted during the season for increased or decreased number of members. The rate established will be calculated using the same method as above using an estimate of the number of members.

SEASON MEMBERSHIP DETAILS

The Group Membership includes unlimited green fees, driving range privileges, member pricing in events and ability to play in the Club Championship. It does not include the Golf Canada membership, this can be purchased separately if the member wishes to register a handicap with Golf Canada

INTERNAL PROCESSES

Once the rate has been established and the appropriate identification information has been obtained (list of members or other identified means of identification), a code is established in the POS system. This code is specific to the organization and includes the organization name and the appropriate rate for the Group.

The individual purchasing the membership completes the Group Membership form and the Pro Shop employee verifies their identification and sells the membership.



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APPENDIX A – GROUP MEMBERSHIP SAMPLE CALCULATIONS – PARTICIPANTS PAY UPFRONT FEE

The chart below provides sample calculations for groups of different sizes when the participants are paying the upfront fee. This chart is based upon the 2017 rates of \$300 per member plus an upfront fee of \$3000.

Number of Members	Membership Fee		Portion of Upfront Fee		Total Membership Fee
10	\$300	+	\$300	=	\$600
15	\$300	+	\$200	=	\$500
20	\$300	+	\$150	=	\$450
25	\$300	+	\$120	=	\$420
30	\$300	+	\$100	=	\$400
35	\$300	+	\$86	=	\$386
40	\$300	+	\$75	=	\$375
45	\$300	+	\$67	=	\$367
50	\$300	+	\$60	=	\$360
55	\$300	+	\$55	=	\$355
60	\$300	+	\$50	=	\$350



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APPENDIX B – SAMPLE GROUP MEMBERSHIP FORM (FROM 2017)

The Group Membership form is similar to the individual membership form with two exceptions noted below with the arrows. This form has a space to identify which group they belong to and acknowledgement that an employee has confirmed their identification as well as a disclaimer with regard to the cancelation of the membership without refund for any misrepresentation of their eligibility. All other fees are the same as the individual membership.

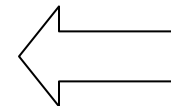


2017 CORPORATE MEMBERSHIP FORM

Name:		Spouse:	
Address:		Spouse Phone (c):	
Phone (h):		Email:	
Phone (c):			
Email:			

*Each FREE Junior Membership Form if applicable to register FREE Junior Membership with the purchase of membership offer (limit 2 per member).

Company Name:			
Membership Fee:		X Number of Members:	
Corporate Identification Verified by:			Total Membership Fee:



All 2017 Memberships include driving range.

Other Fees:

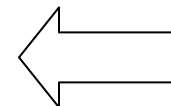
<input type="checkbox"/> \$500	Annual Cart Rental	<input type="checkbox"/> \$55	Locker Rental*
<input type="checkbox"/> \$275	Annual Cart Storage (Gas)*	<input type="checkbox"/> \$33	Junior Locker Rental*
<input type="checkbox"/> \$290	Annual Cart Storage (Electric)*	Lockers must be cleaned out by season end	
<input type="checkbox"/> \$150	Private Cart Fee*	*Must be a member to purchase	

Total Fees:		Payment Type:		Authorized by:	
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In signing this form, I confirm that I am an employee, long service (10+ years) retiree, dependent/core contractor or spouse of an employee, retiree, contractor of the above mentioned company. I understand that any misrepresentation is grounds for cancellation of my corporate membership without refund and may prohibit me from participating in any future corporate membership programs.

I authorized Lone Wolf Golf Club to contact me regarding upcoming club events:

By Phone
 By Email
 Please do not contact me.



Signature _____

Date _____

**Dependent Child must be under the age of 25, not working full time and living at home with the employee.

Lone Wolf Golf Club: 9999 – 99 Avenue, Taylor, BC, V0C 2K0 (250) 789-3711