

## **Group Membership Program Overview**

Whitecourt Golf and Country Club (WGCC) 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 (e.g. 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 enrolment section for details.

In 2018, the flat fee is \$4000.00 and each individual membership is \$400.00 each. These rates are established at the start of each season. This program can be discontinued or adjusted at any time by the sole discretion of WGCC.

## **ELIGIBILITY**

To participate in the program an accredited organization must have 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 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 organization and/or the individual not being eligible to participate in the future.

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

### **ENROLMENT WITHIN THE GROUP MEMBERSHIP PROGRAM**

Upon Contact with WGCC, the General Manager confirms that the organization meets the eligibility criteria and provides details for the current season. This information includes 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 program. Until May 31<sup>st</sup> 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 31<sup>st</sup>, 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 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 \$400.00 each**

#### **b) Participants pay upfront fee**

**IF the flat fee is to be distributed amount the individuals, the contact person then produces a list of the interested individuals, minimum of 10, to the WGCC and certifies that all individuals are eligible for participation. All individuals on the list must purchase a membership by May 31<sup>st</sup> (as they are paying a portion of the flat fee) or the individual and/or organization may not be permitted to participate in the future. WCGG 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 WCGG who calculates the price for each individual membership and then the individuals can purchase their memberships. The rate is as follows:

$\$400.00 + (\$4000.00 / \text{total number of members})$

For example, if there are 10 members, each pay  $\$400 + \$4000.00/10$  or  $\$800.00$ . If there are 25 members the price per member would be  $\$560.00$  ( $\$400 + \$4000/25$ ) See appendix A for further sample calculations.

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 WCGG 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 golf, member pricing on events, discounts in pro shop and restaurant and ability to play in the club championship. It does not include the Golf Canada membership, this membership can be purchased separately if the member wishes to register a handicap with Golf Canada.

## **Internal Processes**

Once a 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 group rate.

The individual purchasing the membership completes the group membership form and the pro shop employee verifies their identification and sells the membership.

## APPENDIX A- GROUP MEMBERSHIP SAMPLE CALCULATIONS- PARTICIPANTS PAY UPFRONT FEE

The chart below provides sample calculations of groups of different sizes when the participants are paying the upfront fee. This chart is based upon the 2018 rate of \$400 per member plus an upfront fee of \$4000.00

Number of Members	Membership Fee		Portion of Upfront Fee		Total Membership Fee
10	\$400.00	+	\$400.00	=	\$800.00
15	\$400.00	+	\$267.00	=	\$667.00
20	\$400.00	+	\$200.00	=	\$600.00
25	\$400.00	+	\$160.00	=	\$560.00
30	\$400.00	+	\$134.00	=	\$534.00
35	\$400.00	+	\$115.00	=	\$515.00
40	\$400.00	+	\$100.00	=	\$500.00

The above fees do not include the carts. If you want to add a cart angle to these packages, please add \$550 per person, which will cover that individual having a cart for the season. Contact us at 780-778-3531 for more details and/or to purchase your group membership.