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*Treasurer*  
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*Jr. Staff Commodore*  
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# CONFIDENTIAL

## SOUTHWESTERN YACHT CLUB

### GUIDELINES FOR SPONSORS

Please return this form as soon as possible and no later than ten (10) days from receipt. Applicant's membership will not be considered until this complete questionnaire has been received.

Thank you for helping your Membership Committee and Board of Directors make this decision – important to the future of our fine Yacht Club.

Note: If you have information regarding this applicant that you would prefer not to include in this questionnaire, please contact the Chairman of the Membership Committee.

Form Last Updated: 1/08/2017

Applicant's Name: \_\_\_\_\_

## GUIDELINES FOR SPONSORS

The By-Laws of Southwestern Yacht Club regarding admission of new members require that those applying for membership must be sponsored. As a sponsor signing an application for a prospective member, you should be aware that your responsibility does not and should not end with that signature. There are certain areas wherein you can and should be of great assistance to the new member and the Yacht Club. Some of them are as follows:

**You should know the person you are sponsoring!** Knowing them does not necessarily mean simply the length of time you have known them. You are recommending someone for membership in a private club where attitude, sense of humor, personality, background and potential Southwestern Yacht Club interest, among other things, are of major importance. We all want people in the Club who have the interest of the Club in mind, who are capable of making contributions to the Club, and who will be respectful of the other members and the facilities.

To sign your name as a sponsor without knowledge of the applicant is doing a disservice to the Club, membership, to yourself and, in the long run, the applicant. Henceforth, the Membership Committee and the Board of Directors will closely review the extent of personal knowledge that each sponsor has of the applicant for membership. **Know the person you sponsor!**

Upon acceptance by the Board of Directors of an individual as Conditional Member, your responsibility continues. Generally, you should tell the new member about the Club, pointing out areas of interest and the facilities available. You should introduce him or her as a new member to the Club members, members of the Board of Directors, Committee Chairs, and the Club employees.

Specifically, you should get the new members acquainted with the By-Laws and Rules and Regulations of the Club. **Emphasize the importance of participation in the Club activities and the required active participation in two Club activities during their conditional membership period.** Try to participate in these activities with them.

Other activities for you and the member might be to attend a Monthly Luncheon, or a seminar held by the Anglers or Sail Fleet, introduce the new member to the different monthly activities held within the Club.

It is expected that upon sponsoring a prospective member, the sponsor understands and agrees to take those efforts reasonably necessary to introduce the prospective member to the Club, its membership, traditions and functions. It is further expected the sponsor will continue to assist the prospective member in becoming an active, contributing member of the Club both during the first year as a conditional member and beyond.

### **I KNOW THIS APPLICANT WELL ENOUGH TO ACCEPT MY RESPONSIBILITY AS A SPONSOR:**

Sponsor's Name: \_\_\_\_\_ Member #: \_\_\_\_\_

Sponsor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Note: if you have information regarding this applicant that you would prefer not to include in this questionnaire, please contact the Chairman of the Membership Committee. Form last updated: 07/20/2016

Applicant's Name: \_\_\_\_\_

**General:**

1. How long have you known the applicant?

\_\_\_\_\_

2. How frequently have you associated with him (her)?

\_\_\_\_\_

3. In your opinion, what is his (her) primary interest in joining SWYC?

\_\_\_\_\_

\_\_\_\_\_

**If your relationship is personal /social, please answer the following:**

1. Do you know the applicant's spouse and children?

Please comment:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

2. In your opinion, what is his (her) family's interest in SWYC and in what way would the applicant and family contribute to the stated objective of SWYC to encourage and foster the interest of yachting in all its branches?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

3. Have you shared any yachting experiences with the applicant?

Please comments:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Applicant's Name: \_\_\_\_\_

**If your relationship is business / professional, please answer the following:**

1. Have you ever done business with the applicant and what is the applicant's general business / professional reputation?

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2. Do you consider the applicant financially responsible?

Please comment:

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3. Please write any additional comments:

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**IF THE APPLICANT IS APPROVED FOR MEMBERSHIP I WILL: (Sponsor to initial)**

- \_\_\_\_\_ Follow up with the member to be sure two volunteer activities are completed timely.
- \_\_\_\_\_ Connect the member with other members with the same interests.
- \_\_\_\_\_ Show the member the wait lists for boats, lockers and dingy racks.
- \_\_\_\_\_ Be available to the member for a tour of the club.
- \_\_\_\_\_ Give the member a general description of the Club structure.
- \_\_\_\_\_ If a Flag Member, provide the member with the Port Captain contact information.