



March 30th, 2018

Dear Mr. Smith,

The continued success of Wilmington Country Club is a direct result of individuals such as yourself who understand the importance of nominating for membership colleagues, friends or family who share similar values and would be a positive addition to the Club. Your effort in proposing Mr. Reynolds is recognized and we very much appreciate your commitment to the long-term prosperity of the Club.

This proposal package outlines your responsibilities as the Proposer, explains the candidate consideration process and details the requirements needed to submit a completed application. If at any time you have questions regarding the process, please do not hesitate to contact those on the Membership Committee. In addition, Meghan Spero, Membership Development Manager, is an available Club resource that can assist you in efficiently and easily completing the package. She can be reached by calling 655-6171 or via email at mspero@wilmingtoncc.com.

Again, we would like to extend our sincere thank you in your role as Proposer and your commitment to Wilmington Country Club.

Respectfully,

Melissa Riegel

Membership Committee Chairwoman



MEMBERSHIP PROPOSAL PROCESS

Responsibilities of the Proposer

A Proposer is responsible for identifying a member who will second a candidate and two other members who will be supporters. Additionally, the Proposer must identify four other Wilmington Country Club members that know the candidate and their family well. It is important to note that it would be inappropriate for a candidate to contact members or solicit support. *In addition, all contact with the Club concerning the candidate's status should be made by the Proposer or Secunder, not the Candidate.*

Candidate Consideration Process

The decision to place the candidate in the Candidate Pool is made by the Membership Committee. After the Membership Committee has reviewed the candidate's proposal, an email broadcasting the candidate will be sent to the membership. Once a candidate has been placed in the Candidate Pool, the Membership Committee must wait a minimum of one month before it can vote on a candidate. Once it has done so, the Proposer will be notified of the Committee's decision. Acceptance or rejection for election to the membership is made by the Membership Committee. A newly elected member must then meet with the General Manager for a Club orientation before they can use the Club. The new member and associate member, when applicable, are then listed under Newly Elected Members in the Club Bulletin.

Requirements Needed to Submit the Proposal Package

The Proposer must forward to the Membership Committee Chair, in care of the Club Office, the following:

1. A \$500 refundable deposit from the candidate being proposed for Senior membership.
2. A Candidate Fact Sheet filled out by the candidate and signed by the Proposer and Secunder. This Candidate Fact Sheet can be filled out online at the following link: <https://wilmingtoncc.com/candidate-worksheet/> or you may fill out the hard copy attached in this proposal package.
3. The Candidate Worksheet, completed in full. This Candidate Worksheet can be filled out online at the following link: <https://wilmingtoncc.com/candidate-work-sheet/> or you may fill out the hard copy attached in this proposal package.
4. The Proposer's Support Questionnaire, the Secunder's Support Questionnaire and two other member Support Questionnaire. This Support Questionnaire can be filled out online at the following link: <https://wilmingtoncc.com/support-questionnaire> or you may fill out the hard copy attached in this proposal package. In addition, if you prefer the traditional method of writing a Support Letter you may do so in place of a questionnaire.

Supporters must meet the Membership Committee's following qualifications for proposing candidates:

- Members of the Wilmington Country Club Membership Committee may not propose, second or Support, unless they are for their spouse or child.
- A Proposer, Secunder and Supports must be twenty-five years of age or older.

Those members participating in the proposal of a candidate are reminded that they are directly responsible for perpetuating the outstanding quality of our membership. It is extremely important that a candidate's nomination be given careful consideration and forethought before submitting to the Membership Committee.

Candidate Worksheet

Candidate's Name _____ Spouse's Name _____

Name of Proposer _____

Proposer's Home Telephone _____ Proposer's Work _____

Proposer's Cell _____ Proposer's Email _____

Name of Secunder _____

Secunder's Home Telephone _____ Secunder's Work _____

Secunder's Cell _____ Secunder's Email _____

Names of the two members writing Support Letters for the candidate.

1. _____ 2. _____

Occupation _____ Occupation _____

Email _____ Email _____

Names of the other four members who will be contacted and know the candidate and/or family well.

1. _____ 3. _____

Phone _____ Phone _____

Email _____ Email _____

Occupation _____ Occupation _____

2. _____ 4. _____

Phone _____ Phone _____

Email _____ Email _____

Occupation _____ Occupation _____

Senior Candidate Fact Sheet

Candidate

Full Name _____ Spouse's Name _____

Home Address _____

Home Telephone _____ Work _____

Cell _____ Email _____

Was the candidate a former member, please state classification and period of time _____

How long has the candidate lived in the area? _____

Previous residence(s) _____

Date of Birth _____ Place of Birth _____

Educational Record

High School _____ Year Graduated _____

College _____ Degree _____ Year _____

Graduate School _____ Degree _____ Year _____

Fraternity/Sorority/College Clubs _____

Business/Profession (Office and position held) _____

Business Name and Address _____

_____ Telephone Number _____

Other Club Memberships (former and current - include positions held)

Community Activities (former and current - include positions held)

Is Candidate: Single _____ Married _____ Divorced _____ Widow(er) _____

Spouse

If married, provide maiden name of wife or husband's full name _____

_____ Date of Birth _____

Will spouse be applying for Associate membership? ___ YES ___ NO

Will children be applying for membership? ___ YES ___ NO

Candidate's Children

Name	Date of Birth	Name	Date of Birth
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_____	_____	_____	_____
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_____	_____	_____	_____
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Proposer _____ Date _____

Signature

Seconder _____ Date _____

Signature

Associate Candidate Fact Sheet

Candidate

Full Name _____ Spouse's Name _____

Home Address _____

Home Telephone _____ Work _____

Cell _____ Email _____

Was the candidate a former member, please state classification and period of time _____

How long has the candidate lived in the area? _____

Previous residence(s) _____

Date of Birth _____ Place of Birth _____

Educational Record

High School _____ Year Graduated _____

College _____ Degree _____ Year _____

Graduate School _____ Degree _____ Year _____

Fraternity/Sorority/College Clubs _____

Business/Profession (Office and position held) _____

Business Name and Address _____

_____ Telephone Number _____

Other Club Memberships (former and current - include positions held)

Community Activities (former and current - include positions held)

Is Candidate: Single _____ Married _____ Divorced _____ Widow(er) _____

Spouse

If married, provide maiden name of wife or husband's full name _____

_____ Date of Birth _____

Will spouse be applying for Associate membership? ___ YES ___ NO

Will children be applying for membership? ___ YES ___ NO

Candidate's Children

Name	Date of Birth	Name	Date of Birth
------	---------------	------	---------------

_____	_____	_____	_____
-------	-------	-------	-------

_____	_____	_____	_____
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Proposer _____ Date _____

Signature

Seconder _____ Date _____

Signature



SUPPORT QUESTIONNAIRE

Candidate Name:

Member Supporter Name:

Signature:

Date:

How do you know the candidate?

Please help us understand nature and extent of your relationship with the candidate. Is it a social, business one or both? How did you meet? How long have you known the candidate? And, what sorts of activities have you shared?

How well do you know the candidate's family?

Please help us understand the nature and the extent to which you know each member of the candidate's family.

To what degree is the candidate familiar with the Club?

Has the candidate been to the Club? What activities were experienced? Which Club facilities are of the most interest to the candidate (e.g. golf, racquets, swimming, social/business dining)?

To what degree does the candidate's family know the Club?

Have any of the family members been to the Club? What activities were experienced? Which Club facilities are of the most interest to the candidate's family?

Additional comments or feedback?