



# MEMBERSHIP APPLICATION GUIDE

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## INTRODUCTION

Welcome and thank you for selecting Valley Gun Club ("Club") to submit your application for membership to and your interest shown in our sport.

The Club has a proud history dating back to 1969. The Club was founded by a few dedicated members and it is still owned by its current members today, including the 40 hectares of land on which it stands. When you join the Club, you will become a proud co-owner and guardian of what has been built-up over the years. The Club has a long history of its members being actively involved in the management of the Club, the sponsorship of events, the sponsorship of land, equipment, facilities and services. Because of the generosity of these members who preceded you, you can now also experience and relish what the Club has to offer to its current members. The Management Committee and the Club's existing members are committed to continue in the tradition of those that came before us by constantly improving and building on what was given to us to build on. Your membership and enthusiasm will help us continue this great tradition.

## THE APPLICATION PROCEDURE

This document describes the procedures to be followed in order to become a member of Valley Gun Club, also known and trading as Valley Clay Target Club.

Please read this in conjunction with the Application Form.

## PRIVACY POLICY

The Club respects your privacy. Hence it is the Club's policy for all information to be safely stored. By providing your personal information to the Club, you acknowledge that it has been collected directly from you and you consent to its processing by the Club. We will only process personal information in a manner that is adequate, relevant and not excessive in the context of the purpose for which it is processed. We will not disclose your personal information to any outside third parties unless required by law or ordered by court order or legal process. The member's information is used by the Club and/or CTSASA for statistical purposes and to communicate with the member either officially or by means of emails and notifications. The emails may contain marketing information for events, competitions, special offers, sponsoring opportunities and requests for member's assistance. The Club will destroy or delete any personal information that is no longer needed by the Club and/or CTSASA for the purpose it was initially collected or subsequently processed.

## SEQUENCE OF APPLICATION:

### 1. Required documents to be read and accepted

The applicant needs to read and make him/herself familiar with the Club's Constitution, Privacy Policy, Code of Conduct, Disciplinary and Safety Rules as published on the Club's website. Copies of the documents can also be obtained from the manager on request. Part of the application requirement is an acknowledgment that you have read and accept the Club's Constitution, Privacy Policy, Code of Conduct, Disciplinary and Safety Rules as binding on you as a potential member of the Club.

### 2. The Application and Indemnity Form must be fully completed, dated and signed by you. Download the Application Form (incorporating the Shooting Card and Indemnity Form) [here](#).

### 3. Compulsory Shooting of two rounds of 25 clays each is required

Before a new application for membership can be considered by the Management Committee, it is compulsory for the applicant to shoot at least two (2) rounds of 25 clays each in the discipline of his/her choice. The purpose of this requirement is to make sure the applicant has a sound knowledge and understanding of gun safety and the basic rules applicable to the sport of clay target shooting.

The applicant must arrange with the manager of the Club when he/she intends to shoot the compulsory rounds (that must either be on a Wednesday or Saturday afternoon when the Club is open) in order for the Club Captain or a Management Committee member or a Senior/Veteran member of the Club nominated for this purpose, to be present when the rounds are shot. The shooting card (that forms part of the Application Form) must then be completed, dated and signed by the applicant and the nominated member of the Club that was present when the compulsory rounds were shot by the applicant.

All prospective applicants are allowed to shoot 4 x rounds of 25 targets at member's rates prior to submitting his/her application for membership. After submitting his/her application form with the proof of payment of the membership fees in advance, the applicant shall enjoy temporary member's privileges pending his/her application being considered by the Management Committee. If an application is rejected by the Management Committee, the applicant shall forfeit 25% of the registration fee, but receive a full refund of the remaining fees paid in advance, whereupon his or her temporary member's privileges shall lapse.

#### **4. Proposal by members in good standing for acceptance of the applicant for membership**

The applicant must secure a proposer and a seconder from a current Life, Senior or Veteran member in good standing of the Club. The proposer and seconder must be two different persons. An application for junior membership must be countersigned by a parent, legal guardian or sponsor of the applicant who will, by signing the application, accept responsibility for the conduct of and liability for any subscriptions or debts to the Club incurred by the Junior member.

#### **5. Fees**

The fee structure is ascertained for joining based on compulsory Club membership fees and optional Association fees. A new member may elect if he/she wishes to belong to one or both of the optional Associations. These Associations are the Clay Target Shooting Association of South Africa (CTSASA) and Compak SA. If the new member intends to compete in Provincial or National Championships under the auspices of CTSASA and or Compak SA. The fees to be paid are as per the schedule in this document which is available on the Club's website and updated annually. The relevant sums applicable are selected based on the time of year during which the application for membership is first made.

Besides competing in National and Provincial competitions, being a member of the associations entitles the member to a dedicated sportsman's certificate, in the event he/she shoots 200 targets or more at any events under the auspices of these associations. This certificate is valuable in that it allows the user easier process when applying for firearms licenses, and also allows the purchase and storage of more than 200 rounds of ammunition, which is a great help in bulk buying ammunition.

All new members pay a one-off Entrance and Registration Fee. The Entrance Fee is used to repay existing debentures owing to founding members of the Club that hold valid debentures, whilst the Registration Fee is for the paperwork and administration associated with new memberships, as well as a small contribution towards capital expenditure for certain upgrades or new projects that the Management Committee has identified as a priority from time to time. The annual Membership Fees/Subscriptions are the livelihood of the Club that secure that the Club's doors remain open and all property and facilities are maintained for the members to continue to enjoy.

#### **6. Joining and Membership Fees for 2019**

All fees are payable in January and the membership year is from the 1<sup>st</sup> of January to the 31<sup>st</sup> of December.

All prices include V.A.T. at 15%



Annual fees payable with application					
Type	Annual	After 1 April	After 1 June	After 1 July	After 1 October
<b>Club Fees:</b>		Compulsory			
Entrance Fee *	855.00	855.00	855.00	855.00	855.00
Registration Fee *	1 450.00	1 450.00	1 450.00	1 450.00	1 450.00
Membership Senior	2 500.00	1 875.00		1 250.00	625.00
Membership Others (Junior/Student/Veteran)	1 250.00	937,50		625.00	312,50
<b>CTSASA Fees:</b>		Voluntary - Only for shooters requiring dedicated status and/or wishing to shoot in any Provincial and/or National Competitions under the auspices of CTSASA			
Senior/Lady	890.00	890.00		500.00	500.00
Veteran	580.00	580.00		340.00	340.00
Junior/Student	320.00	320.00		230.00	230.00
Occasional	320.00	320.00		230.00	230.00
<b>Compak SA Fees:</b>		Voluntary - Only for shooters requiring dedicated status and/or wishing to shoot in any Provincial and/or National Competitions under the auspices of Compak SA			
New Member Joining fee	400.00				
Senior/Lady/Veteran/Master	1 000.00		500.00		
Juniors	500.00		250.00		
<b>Total</b>					

## 7. Publication and consideration of new memberships

In terms of the Constitution of VGC, no senior, veteran, life and/or junior members shall be considered to become a member of the Club within less than fourteen days after their application for membership has been received and their names having been displayed on the notice board in the clubhouse for a period of at least seven days. At any time before the meeting of the Management Committee at which a new application for membership is considered, any member of the club with voting rights may object to any application for membership by conveying the objection in writing to the club manager or Management Committee.

A new application for membership shall be considered at the first meeting of the Management Committee of the Club after receipt of the application and provided that the application was displayed on the club's notice board as provided for in the Club's Constitution. It is expected from all new applicants for membership to make themselves available to meet the members of the Management Committee at the start of the meeting where his/her application for membership is considered by the Management Committee.

The Management Committee may accept or refuse an application for membership without entering into correspondence with the applicant.

## EXPLANATION OF MEMBERSHIP APPLICATION FORM:

### 8. The section "For Official Use only" is interpreted as follows:

This section is completed by the Club Manager.

The Accepted/Rejected is filled in at the Management Committee meeting based on the outcome of the applicant's application for membership. The applicant is invited to the meeting to meet the members of the Management Committee and introduce him/herself.

Date before the Committee is the date on which the applicant must attend the Management Committee meeting to have his/her application finalised and meet the current members of the Management Committee.



The Date of approval will be the same date as the meeting and is filled in in the event that the application is successful.

The Chairman of the Management Committee signs off the Application (or rejection thereof as the case may be).

In the event that the application is successful a membership number is allocated to the new member and a membership card is issued.

In the event that the applicant/member chooses to apply for CTSASA-membership, his/her new CTSASA number will be noted once known.

Data capture date is the date that the document and information was recorded in the Club's database.

(The signed document is scanned and stored).

The proposal section is for the proposer and seconder to place their names and signature on record.

#### **9. Applicant Details:**

This is where all the details of the applicant are recorded.

The section about the criminal offence/s must be completed. In the event that this is yes, a separate attachment must be given to the Management Committee that sets out the background to and detail of the offences and any gun related penalties or restrictions still applicable to the applicant.

#### **10. Undertaking and declaration**

The undertaking and declaration must be completed and signed and dated.

#### **11. Attachments required with the application**

Shooting Card of the compulsory 2 rounds.

Proof of payment of Club Entrance and Annual fee, as well as optional CTSASA fee if chosen. No application will be processed until there is proof of payment.

Duly completed and signed Member's Indemnity Form. In the event of a minor person applying for membership, the Indemnity Form MUST be signed by the minor's parent or legal guardian.

***We extend a hearty welcome to all our new members. We trust that your affiliation with VGC will be long-lasting and mutual. Let us always celebrate that one thing that brings us together – breaking clays!***

