

OLD CHATHAM HUNT CLUB

MEMBERSHIP PROCESS

Membership in the Old Chatham Hunt Club is based on written recommendations by existing members to the Membership Committee, which then recommends them to the Board of Directors for final approval. Board meetings are generally held quarterly in the last month of the quarter, with Membership Committee meetings held shortly beforehand. The process for proposing a new member is as follows:

- The current member should invite the prospective member to cap during the hunting season (caps paid are eligible to be credited towards dues for the foxhunting). The prospective member should be introduced to the Masters present, explaining that they might like to join the club. They should also be introduced to any members of the Membership Committee present and to other members who might be willing to sponsor them for membership.
- If the prospective member wishes to be Proposed for membership, the proposing member should explain the costs and duties of membership to the prospective member and write a letter to the Membership Committee indicating their desire to sponsor the prospective member, the prospective member's address and phone number, the name of another member who would also like to sponsor them. At least one Master of Fox Hounds or Beagles must sign each application and also sponsor the prospective member.
- The Membership committee will review the request and, upon approval, present it to the MFH's, MB's and the Board of Directors at its next meeting.
- Upon approval by the Board of Directors, the Membership Committee Chair will mail a detailed Membership Information Form and Release and Waiver of Liability to the prospective member. [INTRODUCTION LETTER] The prospective member will complete the Membership Information Form and return it to the Membership Committee Chair, along with the signed Release and Waiver of Liability, and the appropriate initiation fee.
- Upon receipt of the Membership Information Form, the Membership Committee Chair will provide the Treasurer with a copy, along with the initiation fee. The Treasurer will then bill the prospective member for the appropriate annual dues.
- Upon receipt of the annual dues, the Treasurer will inform the Membership Committee Chair of such receipt.
- Upon notification by the Treasurer, the Membership Committee Chair will mail a welcoming letter [WELCOME LETTER] and packet of additional information to the new member.