

## FOR PRIMARY SPONSOR

### 2022 Primary Sponsors' Responsibilities and New Member Application Process for FHYC

- Prospective member identifies primary and secondary sponsors.
- Primary sponsor contacts Membership Committee chair regarding potential new member.
- Membership Committee provides Membership Application Packet to the primary sponsor.
- Primary sponsor assists prospective member with the completion of the Membership Application Packet.
- Sponsor(s) accompanies prospective member to a minimum of two (2) Yacht Club general meetings and is responsible for introducing prospective member to club members and Board.
- Sponsor(s) invites prospective member to participate in club activities.
- Each sponsor provides a letter of recommendation, to be attached to the Membership Application Packet, signed by each sponsor.
- Sponsor(s) accompanies prospective member to membership orientation session, to be scheduled by Membership Committee chair.
- Completed Membership Application Packet, with letters of recommendation, signed Waiver of Liability and Indemnification Agreement and a check to FHYC, is returned by primary sponsor to the Membership Committee chair.
- Membership Committee checks Membership Application Packet and notifies Commodore to add prospective member application to the agenda of next Board meeting.
- Board reviews and votes on prospective member application.
- Membership chair notifies prospective member of Board action.
- Sponsors assume responsibility for mentoring new members during their first year of membership. This could include inviting new member on cruises or raft-ups, sitting with them at Yacht Club events (Commodores' Ball, Commissioning Day Luncheon, Fall Appreciation Dinner, Holiday Party) and encouraging participation in other Yacht Club activities.

***Membership Committee Note:*** *There is flexibility in this process.*

*If a sponsor is out of town by all means the prospective member can attend meetings and other events that do not require membership to attend. Prospective members do not need to meet the two-meeting requirement before attending an orientation, although at least one meeting is preferable.*