

**Contents of Annual
Membership Packet**

**Due Date:
11/15/21**

Dear District Representative:

Thank you in advance for your prompt attention to this year's annual membership packet. Please note the due date at the top of the page. If you have questions, please feel free to contact:

Tatjana Keuper

wdcgavp@gmail.com or tkeuper@yahoo.com

301-775-3112 (c)

The following forms are included in this packet and should be updated as described:

▪ **Roster of Current Members**

Please update your club roster using the WDCGA website.

- You will find instructions on how to do this in your package.
- For non-renewing members, please enter their **November 1** handicap index and select the inactive button in the website.
- Correct any of the information about your members on the website.
- Note if one of your members is a member of a 2nd WDCGA club or has transferred to another WDCGA club – please make notes on the Book Corrections form. Specify the member's primary club (under which she will be listed in WDCGA Handbook).

▪ **New Members**

- Please add any new members into the website.

WDCGA Membership Eligibility Requirements are:

A woman golfer who:

- is at least 18 years of age,
- is a member in good standing of a WDCGA member club,
- belongs to a recognized women's golf association at that club,
- has at least 20 scores (active season) posted in the preceding 12 months and
- has a handicap index within the specified WDCGA limits or qualifies as an associate member.

• **Volunteer Contact Information**

This form asks you to identify district contacts – Club Rep. and Handicap Chair.

Please identify at least two members (other than your representative) who are willing to volunteer next season. You can also enter their information on the website.

▪ **Book Corrections**

- Please review the current information in the District Handbook for accuracy. Use this checklist to indicate changes that will need to be made to next year's Handbook.

▪ **Cover Sheet for Return Packet**

- This form serves as a checklist to help you calculate membership dues and also to ensure you've completed the entire packet.

▪ **End-of-season Handicap Report Guidelines (red)**

- This form contains detailed instructions in completing your Club's handicap report.

Email to Tatjana Keuper 4 days before the meeting.

**Cover Sheet
For Return Packet**

CLUB NAME:

Rep Name:

Phone:

Membership Summary

1 – Total number of renewing members	1	_____
2 – Number of new /transfer members	2	+ _____
3 – Total members for 2022 (line 1+2)	3	_____
4 – Less non-paying members (Honorary)	4	- (_____)
5 – Total paying members (line 3-4)	5	_____
6 – Total amount due (line 5 x \$60)	6	\$ _____

Please ensure you:

- Updated your roster – You made changes directly on the website.
- Added New members – The website now reflects all members for 2022 from your Club.

Your return Annual Membership Packet should include:

- This form as a cover sheet
- Volunteer contact information
- Book Corrections for 2021
- One check, payable to WDCGA, for all 2022 paying members**
- 2 copies November 1 handicap report for all members – alphabetical**
All inclusive report please - do not send each member's individual printout

**Volunteers
2022**

CLUB NAME:

Club Rep

Name:	
Email:	
Home Phone:	Cell Phone:

handicap chair

Name:	
Email:	
Home Phone:	Cell Phone:

As you know, the WDCGA relies exclusively on volunteers to run every aspect of the many tournaments our members enjoy each year. Please list at least two volunteers from your club (**other than your representative**) who are willing to help. Note: If your club is hosting an event this year, you and your members will be called on for assistance including possibly chairing the event.

Areas where help is needed include:

- A. Work at an Added Fee tournament – registration, spotter, scorer
- B. Special Interest – indicate if you are interested in chairing a tournament or cup matches or would like to assist a chairperson ***Chairpersons will be invited to the President’s Plate tournament as well as they will not be drawn out in over subscribed tournaments.***

VOLUNTEER	
Name:	Email:
Home Phone:	Cell Phone:
Please circle the areas you can help with: A B	

VOLUNTEER	
Name:	Email:
Home Phone:	Cell Phone:
Please circle the areas you can help with: A B	

VOLUNTEER	
Name:	Email:
Home Phone:	Cell Phone:
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VOLUNTEER	
Name:	Email:
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