

# Kardinya Tennis Club

## Member and Player Policy

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### 1. Applying for Member or Player Status

Kardinya Tennis Club (KTC) welcomes all applications to become a Member or Player. Joining the club comes with benefits including unlimited access to the courts and the chance to meet new people who share a love of tennis. It is also an opportunity to represent Kardinya Tennis Club informally and in competition play. We also encourage all Members and Players to contribute to the culture and functioning of the club.

Applications can be made online through the KTC website (Membership page). A written form is also available on the website or by request. Once an application is made, KTC will issue an invoice for payment, including details for direct deposit to the KTC bank account. Payment is required in order for a membership to come into effect. Refer to section 8 for details on payment.

Once the club has received the application and payment, member or player status will be conditionally approved by the Registrar and a copy of the Rules and this Policy will be forwarded to the new member or player. Member or player status will be confirmed at the next Committee Meeting.

## 2. Member and Player Categories

Legal status	Player	Member		
<i>Player category</i>	<i>Junior Player</i>	<i>Senior Member</i>	<i>Senior Member Concession</i>	<i>Parent Member Non-Playing</i>
Conditions	Under 18	15 or over	Full-time student; health-care card holder; senior OR between 15 and 18 years	Parent of Junior Player
Voting Rights	No (legal requirement)	Yes	Yes	Yes
Right to serve on Committee	No (legal requirement)	Yes, if over 18	Yes, if over 18	Yes
Use of courts	Unlimited play (except lights)	Unlimited play (except lights)	Unlimited play (except lights)	Right to hit balls* for your child who is a Junior Member
Right to represent KTC in pennants	Yes	Yes	Yes	No
Club shirt for pennants	Strongly recommended	Optional	Optional	Not applicable
Possible additional charges (not exhaustive)	Pennant fees Tournament fees Playing under lights	Pennant fees Tournament fees Playing under lights	Pennant fees Tournament fees Playing under lights	Play (pay using casual court hire rates)
Key Option	No	Yes	Yes	Yes
Annual membership fee (2021)	\$100	\$175	\$120	\$30 Covers Tennis West charge for insurance

### Notes:

- \* Parent Member Non-Playing refers to parents who wish to have the occasional hit with their child (Junior Member) before or after Club sanctioned coaching or events or wish to be involved in contributing to club development. It is not for regular hitting between parents and children. In this instance, both the parent and child will need to be fully paid Senior and Junior players.

KTC offers 'Member' or 'Player' legal status.

There is only one category of 'Player', which is Junior Player. Junior Player has been introduced for the purpose of protecting the privacy of children under the age of 18.

Junior Players over the age of 15 may instead choose to be a Member (Senior Member Concession) if they are happy for their name and email to be viewed by other Members, and would like to have the right to vote and hold a key.

Within 'Member' status there are different categories. In addition to the categories in the table, KTC also has Honorary Member and Life Member categories.

Family Membership (see section 3) is not a membership category, rather a device used to limit the total cost of joining as a family; each family member joins separately in the relevant category.

Honorary Member is a complimentary membership category granted from time to time by the Committee. It is intended for people who are strictly non-playing but who are, for example, willing to serve on the Committee to fill a current need. Honorary Members must be over 18 years, have voting rights but not playing rights.

Life Member is a category of membership, bestowed from time to time by the Members at a General Meeting, which honours outstanding service to KTC. Life Members have voting and playing rights.

A category called 'Friend of KTC' has been introduced. This is for those people who may want to keep in touch after they leave, or come to social functions or meetings, just want to support the club, or they may be people who use the public court hire system, or want to join in events. There is no cost, and no voting or free playing rights are included.

### 3. Family Membership

Family membership is a device to limit the cost of joining as a family. It is not an actual category of membership.

'Family' means two Members in any category, plus any number of Junior Players, provided they are 18 or under on date of application, and living at home.

Each family member should apply for the member or player category relevant to them (eg Senior member, Junior Player). The total payment due will be discounted to a maximum of \$285.

Please note: this will NOT happen automatically through the Tennis West system, which will generate an invoice for each person, based on the individual charges. Families should pay the total of the invoices OR \$285, whichever is the lesser amount, in one transaction. Please also email the club to let us know you have joined as a family, especially if you have different surnames.

### 4. Annual Member and Player Fees

There is no nomination or entrance fee to join KTC.

The annual membership and playing period is 1 October to 30 September.

Annual fees (see table in section 2) are adjusted if a person joins more than half way through the year. If application is between 1 April and 30 June, the annual fee is halved, if application is between 1 July and 30 September the full amount is paid but includes the following year as well.

The Committee will alter annual member and player fees and other fees from time to time.

### 5. Renewing Member or Player Status

Members are responsible for renewing their member or player status online each year and paying the annual fee. If fees are not paid by 31 December, member or player status will cease. Member or player status may be reinstated by written application to the Committee and payment of outstanding fees.

The KTC Treasurer will issue invoices to all current members by 15<sup>th</sup> August of each year for payment of the subsequent membership year which commences 1<sup>st</sup> October. Should a current member not wish to renew, they are requested to advise KTC at [admin@kardinyatennis.com](mailto:admin@kardinyatennis.com)

Refer to section 8 for details on payment.

## 6. Pennant and Tournament Fees

Pennant players must be a Kardinya Tennis Club Member or Player.

Pennant fees are payable each season, in addition to annual member or player fees. They are determined each season to cover the costs of Tennis West registration, balls and home-court supervision. 2020/2021 summer and winter pennant fees are:

- \$90 per season per player (junior teams)
- \$280 per season per team (3-person senior teams).

Tournament fees are determined by the Committee to cover costs of running the tournament.

## 7. Court Hire and Playing Fees (lights, guests, casual or public hire)

### Court Booking System and Court Keys

Courts are available for use by members and non-members, including all casual and public hire. All users of the courts, including members, are required to book via court booking system (refer to the link on the KTC website home page). Please also ensure that you read the conditions of entry on the booking site.

The court booking system will take all payments. Courts must be booked and paid for in advance of playing at the club. The booking system requires a valid email to be entered. Once a court is booked and payments successfully made, a confirmation email will be sent. This email is to be retained as it will allow the hirer to cancel a booking and receive a credit voucher for future use. Note that refunds are not provided and a credit voucher can only be issued if a cancellation is made prior to the booking start time.

A key to the court is provided in the lockbox on the gate outside court 3 / court 4. The combination code on the lockbox is provided at the bottom of the confirmation email. This combination code is changed periodically, so please always check your confirmation email prior to playing.

### Casual / Public Hire

Casual/public hire players (non-members) pay **\$10 per court per hour**, plus \$5 per court per hour (**\$15 per hour total**) for lights at night. Please make your booking through the court booking system, which will take payment.

### Member Court Hire

Annual fees entitle members and players to unlimited day-time play, but noting that members must still book a court via the booking system. Current members will be provided with a membership code to enter in the booking system, to allow play "free of charge", but if members playing at night, a fee of \$5 per court per hour is required, and if bringing guests at any time, an additional cost of \$5 per hour per court is required. Payment is made through the court booking system.

Guests of members or players are welcome. If you bring an occasional guest, they may play free of charge. If the guest's play becomes regular (ie more than 3 times), the club asks that members pay \$5/hr each time they play with you, or suggest they join as a member.

## 8. Paying money to the club

- 1) All payments associated with court hire, including lights, is taken through the court booking system.
- 2) Payments for Memberships, including member renewals and pennants fees shall be paid directly to the club. The KTC Treasurer will issue an invoice to the prospective member / renewing member, along with the club bank details. Direct Deposit payment is required, with the **member's name and invoice number included in the payment description**.
- 3) For payment of other fees, the best method for payment is via bank deposit. KTC bank details are:  
Commonwealth Bank  
BSB 066 144 Account 0090 0929
- 4) In 'description on recipient's statement' box, please make sure the Treasurer can identify who you are and what the money is for. (eg, "Surname – Social") If a longer description is needed for clarity, please email the Treasurer on [treasurer@kardinyatennis.com](mailto:treasurer@kardinyatennis.com)
- 5) Payments for coaching, private lessons and squads should be made directly to Mike Gill's Tennis Academy, not to the club.

## 9. Court availability

While member or player status entitles you to unlimited play, there may be times when no courts are available. The booking system should ensure that court availability is known, but for clarity, the order of priority for courts is:

- 1) Pennants and tournaments
- 2) Booked groups (for example, schools)
- 3) Tennis Academy Perth coaching and squads (number of courts as negotiated)
- 4) Club-organised play and regular social play, including Wednesday morning and evening, Thursday evening, and Friday evening.
- 5) Member and player casual play
- 6) Public court hire

## 10. Organised, Regular Social Play

Please do join in our groups who play regularly. Currently, there are groups who play on Wednesday morning and Wednesday evening. The club also runs Friday night social doubles commencing at 7pm and have also commenced Thursday night advanced social, which caters for advanced players looking for a strong game.

## 11. Coaching

Coaching services are provided exclusively by our head coach, Mike Gill (Tennis Academy Perth) and his coaches and are legally separate from KTC club activities and membership. No other coaching services are permitted, with the exception of coaches directly employed by our head coach.

Payments should be made to Mike Gill directly.

Please see his details on the 'Coaching' page of the KTC website.

Squads and private lessons run at the club are all run through Mike's business. Other tennis coaching services are not permitted at KTC.

However, some of our members have paid hitting partners. So long as the player is a member AND the hitting partner is a member or pays \$5 (guest) to the club (via the court booking system) AND they provide their own balls THEN it is permitted for a member to pay a third party directly, with no requirement for the transaction to involve Mike's coaching business. Note that this is limited to a single member and a single hitting partner. No group sessions are allowed.

## 12. Keys

Members (but not Players) may apply for their own numbered key. A returnable deposit of \$30 is required.

The key opens the gates on the south side of the courts near the hockey pitch.

Please do not loan your key to non-family members.

The club greatly appreciates the return of your key (in exchange for your deposit) when you leave the club, or notice in writing that the key is lost.

A key is also available in the lockbox on the gate near courts 3 and 4 (adjacent the carpark by the hockey pitch). The code to open the lockbox is provided on the bottom of the confirmation email that hirers will receive after successfully booking a court.

## 13. Communicating with Members and Players

The official communication channel between KTC, represented by the Committee, and Members and Players is the email address nominated on application. This is a critical channel of communication.

In the case of an email bounce, the Secretary will make every effort to contact the member or player, however this system is not infallible. It is the member or player's responsibility to update their contact email address when required. If you do not receive any communication from the club in an extended period, please consider checking that your contact email address is up to date.

Our website (Membership page) is the portal for updating and renewing your details, and also includes policies, news, etc.

We have a newsletter for sharing news and information. Please feel free to send photos, stories and anecdotes for publication.

## 14. Privacy

Because the law requires that our Member Register is available to view by members, we created the category Junior Player as opposed to Junior Member. This is so that particulars of people under the age of 18 will not be available for viewing without their consent. It makes no material difference to the rights of Junior Players. The Member Register and Player Register are separate documents.

It is the Club's policy not to publish surnames of Junior Players. Photographs and first names will be included in the Club newsletter from time to time, which is emailed to members and players, and displayed at the club. Occasionally, press releases will be sent to local newspapers.

It is the responsibility of members and players to inform the club if this policy does not provide the protection needed in your particular circumstances. Every effort will be made to accommodate needs for privacy.

## 15. The Rules of the Club (formerly called the Constitution)

The KTC Rules were rewritten to comply with the *Associations Incorporation Act (2015)* in 2017. Each new member will be emailed a copy of the Rules, and a copy is available on the club's website.

## 16. Contact Details of Club and Office Bearers

The following details are updated annually, following the AGM.

More contact information is included on the last page of each newsletter.

Office	Person	Contact details
Kardinya Tennis Club	Secretary	<a href="mailto:admin@kardinyatennis.com">admin@kardinyatennis.com</a> <a href="http://www.tennis.com.au/kardinya/">www.tennis.com.au/kardinya/</a> or google 'Kardinya Tennis Club'
President	Dale Ewart	<a href="mailto:admin@kardinyatennis.com">admin@kardinyatennis.com</a> 0407 006 863
Deputy President	Geoff Thomas	<a href="mailto:admin@kardinyatennis.com">admin@kardinyatennis.com</a> 0428 947 287
Treasurer	Jonathan Wong	<a href="mailto:treasurer@kardinyatennis.com">treasurer@kardinyatennis.com</a> 0450 944 930
Secretary	Kimberly Lim	<a href="mailto:admin@kardinyatennis.com">admin@kardinyatennis.com</a> 0410 788 353
Registrar	Dale Ewart	<a href="mailto:admin@kardinyatennis.com">admin@kardinyatennis.com</a> 0407 006 863
Club Coach / Head Coach	Mike Gill	<a href="mailto:mike@tennisacademyperth.com.au">mike@tennisacademyperth.com.au</a> 0416 074 987
Casual/Public Hire Queries	Dale Ewart	0407 006 863

## 17. Updating this Policy

This policy will be updated annually after the first Committee Meeting following the AGM.

This policy was last updated on 30/06/2021 by Dale Ewart.