



Itchenor Sailing Club

Dear Prospective Member

Thank you for your interest in membership of Itchenor Sailing Club. We are a family club with members aged from 8 to 80+, and all members of the family are encouraged to join and get involved.

The Club runs a busy sailing and social programme for sailors of all ages. We have a comprehensive Junior and Youth programme with a thriving Mirror fleet for children, with lots of learn to sail and training activities, as well as racing throughout the season. Older children usually progress into RS Feva and International 420, or Topper and Laser Radial for those wanting to sail single-handed. For adults who wish to race dinghies we run racing for Single-handers, RS200s, RS800s, and International 14s. For those interested in day keelboat racing we organise racing for Swallows, Sunbeams and XODs. We also offer a comprehensive programme of training courses for both sail and power. Rowing in our four person rowing skiffs and other paddle-sports became very popular in 2018.

The racing season starts at the end of March and there is racing every weekend until early November. In addition there is regular weekday evening racing for keelboats and a "Points Week" in the summer. We also run a very popular Junior Fortnight in August, together with other organised youth and junior events.

All this is supported by a bar and restaurant, which has undergone a substantial upgrade over the past few years. We also have a number of bedrooms for Members and guests who wish to stay at the Club over a weekend, or longer.

Our 2000 project offers a programme for those who want to enjoy dinghy sailing in a relaxed atmosphere without the challenges of serious competitive sailing. Itchenor Sailing Club has always been known for its top quality dinghy and keelboat racing but hadn't previously offered a package specifically formulated to be attractive to the less experienced sailor. The 2000 programme offers a mixed schedule of training, cruising, fun racing, and regattas each weekend allowing families, couples and individuals to have fun whilst developing their sailing skills. There is no need to own your own boat for this. The Club's fleet of new 2000 dinghies provides a great way to take part. These are available for Club members to book by the day, or half day from Wednesday to Sunday throughout the season.

Joining is easy. The only criteria is that to become a Full Member you must be actively involved in sailing or boating. For details of all the membership categories please see the enclosed "How to Join ISC" guide.

With this letter you will find a package of information, subscription rates and an application form. Our website also contains lots of useful information, so please do check it out at www.itchenorsc.co.uk.

If you are interested in joining and would like to take a look around, please do let me know and I would be delighted to show you around the Club. I can also introduce you to the Captain of a class in which you may be interested in participating.

Yours sincerely

Stephen Carden-Noad

General Manager

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email: office@itchenorsailingclub.co.uk website: www.itchenorsc.co.uk

ITCHENOR SAILING CLUB LTD Registration No. 260523 VAT Registration No. 192 7663 28

How to join Itchenor Sailing Club

To participate in our Club's organised racing and cruising you need to be a **Full Member** of the club. **Partners** can apply to be Full Members at a discounted partners rate for Couples. Discounted Full Member rates are available for those aged 18 to 34.

Junior Membership is available at a reduced rate for 8-17 year old children or grandchildren of members. **Family Membership** covers both parents and any children aged under 18.

If you are a parent with children who are interested in trying out sailing, but would like to try the Club for a season before committing to Full and Junior Membership, for a one off fee per child we offer a **Junior/Youth Family Taster Membership** for 12 months. Parents go free!

If you wish to join and be able to use the new club 2000 dinghies as well as enjoying all the other benefits of club membership, we offer a **special introductory offer. Family membership for your first season, including all children under 18** for just £69 a month. As soon as you have completed some forms and paid your first month's subscription we will also offer you a **FREE first half day's use of a club 2000 dinghy. If you are not at the skill level required to take the boat out on your own we will also include a FREE half day training/familiarisation session with our on-site trainer.** You are then a Provisional Member of the Club and we will introduce you to the 2000 Class Captain who will welcome you to Club and find you a proposer and seconder so that you can progress to full membership at which time you receive a Club Card which gives a 10% discount in the bar and buttry.

For those who don't require weekend use of the Club in the peak months, we offer **Offpeak Membership**. This entitles the member to full use of the Club from October to April inclusive, and Monday to Friday, plus Sundays after 2.00 pm, from May to September inclusive (except Points Week and Junior Fortnight).

- Booking fees apply for use of the Club Boats.
- All of these categories are subject to conditions set out in the schedule of membership benefits and subscription rates.
- All Full Members assist in the running of the Club's racing programme by undertaking one or two duties per year (see separate information sheet).

Joining ISC is easy – just complete either the application form contained within this pack or the online form on our website. In both cases we will also need your completed First Instalment Form and Direct Debit mandate duly signed to enable your application to progress. Once we receive your completed paperwork, we will collect the first subscription instalment. (In the case of Offpeak Member applications we will collect the full annual subscription at the outset, as only Full Members are entitled to pay their first year subscriptions in instalments.) You then become entitled to use the Club's facilities as a provisional member, until such time as your application has been formally approved by the Club's Committee.

If you already know two ISC Full Members great – add their names to the reverse of the application form as proposer and seconder and get them to sign the form, or get them to e-mail us with confirmation that they know you and are happy to support your application. If you don't know anyone who can support your application, we will introduce you to people who already participate in the activity/s of the Club in which you are interested.

The General Manager will write to you once your application has been approved by the Committee to confirm your membership, and offer you a club card which gives a discount averaging 10% in the bar and buttry and is our preferred method for you to pay for your food and drink.

Allocation of Duties – A Guide

The success of the Club's racing programme over many, many years has been due to members assisting and sharing the race management and support boat duties. Running the programme we currently provide requires approximately 1,000 duties per season.

In order to fairly share the burden of these duties, each Full and Full Partner member, one year trial members and Junior members aged 16 and over are allocated one or two duties per season. If you do one duty one year, you will generally be required to carry out two duties the following year and vice versa. Full and Partner Members in a family group are limited to two duties per year. New members will usually be allocated at least one duty during their first season, to fill gaps in the support roster.

The Club uses DutyMan, an online duties management system (www.dutyman.biz). All members are allocated a username and password by the system. Each November members are invited to select and self allocate their duties for the forthcoming year. Anyone who does not select their duties during the self-allocation period will be allocated duties by the Sailing Manager. Some of the more senior duties are allocated by the Sailing Manager and Rear Commodore Sailing with the aim of ensuring an appropriate blend of skills and experience to support the racing programme both ashore and afloat.

Reminder e-mails are sent out by the system. Members are responsible for checking their duties by logging in to Dutyman to confirm their dates online.

Any Member unable to attend to carry out his or her duty is responsible for finding a competent substitute to perform the duty. This can either be by swapping with another Member, or by making a private arrangement with another Member to stand in to do their duty. Both options are performed through DutyMan, for which detailed instructions are available on the ISC website.

As mentioned above, the alternative to swapping a duty is engaging a Member to carry out the duty for you. The Club Office can supply a list of Members who by virtue of holding an RYA Level 2 Powerboat qualification and First Aid certification are eligible to stand in to cover Members duties. This is strictly a private arrangement between members, and the going rate for such arrangements is approximately £70/£75 per day. Both parties must update their DutyMan records so that the Day's roster is accurate.

In all cases, the Member originally allocated the duty is solely responsible for finding a competent alternative, and remains responsible for a no-show for that duty.

An alternative is a scheme whereby members can pay £125 for the Club to take over the duty and arrange the cover. By paying the Duty Exemption Fee you are relieved of your obligation for that particular duty. There is a link to the online Duty Exemption Form on the Club website.

Although no-shows are not common, they have become an increasing occurrence and are a real nuisance to the racing programme. It is not practicable to keep Members on standby in case of a no-show, so it is imperative that Members do attend for their rostered duty. At best, no-shows are an inconvenience because they stretch the support cover and make more work for those who have attended; but at worst, a no-show can compromise Members safety afloat, and may mean that racing for a class has to be cancelled for that day. The cancelled class would normally be the class in which the non attending Member sails.

It cannot be overemphasised that responsibility for finding a competent replacement rests with the Member allocated the duty, not with the Club. A £200 charge may be levied on a Member not showing for their duty, or failing to arrange a substitute to carry out the duty for them.

Most members find carrying out their rostered duty an enjoyable experience; indeed some members offer to do more than the bare minimum. Members find doing their duty a pleasant break from their normal racing campaign, and provides an opportunity to interact with members whom they would not otherwise meet.

Members are encouraged to attend the free training sessions held during our annual Ready to Race Weekend (early March) and also one of our RYA Level 2 Powerboat courses which we run on a regular basis during the year.

Subscription Rates 2018/19 and Racing and Stage Berthing Fees 2019

Subscriptions

The Club's subscription year runs from 1 November, and subscriptions are payable by direct debit in 10 equal monthly instalments starting then. **New Full Members joining during the season pay 1/10 of a full annual subscription per month** until 1 November when they automatically transfer to the arrangements above. So **join on the first day of the season on April 1 and you effectively get a 30% discount on your first year**, on top of any other introductory offer. New members joining in other categories pay the full year's subscription in advance.

The General Committee has set subscription rates for the year commencing 1 November 2018 as follows:

Membership Class (Age in years at 01/01/2019)	Annual Subscription
Family - Both parents and all children aged under 18	£795
- One adult and one child family	£585
- One adult and two children family	£720
Couple ⁽ⁱⁱ⁾	£695
Individual	
Age 35 and over	£450 (Partner ⁽ⁱⁱ⁾ £245)
Age 31 to 34	£338 (Partner ⁽ⁱⁱ⁾ £184)
Age 27 to 30	£225 (Partner ⁽ⁱⁱ⁾ £123)
Age 18 to 26	£135 (Partner ⁽ⁱⁱ⁾ £74)
Offpeak ⁽ⁱⁱⁱ⁾	£215
Absentee UK	£135
Absentee Overseas	£105
Family Introductory Taster Membership inc all children and grandchildren (aged under 18).	£69 per month ^(iv)
Junior/Youth Family One Year Trial Membership	£200 per child

(i) Subscriptions are an annual commitment payable by direct debit in 10 monthly instalments commencing on 1 November and a final payment on 1 August.

(ii) The Couple and Partner rate is available to couples in a relationship living at the same address, but does not include siblings or parents and their children. The discount upon first grant is subject to ratification by the General Committee.

(iii) Offpeak membership covers full use of the Club and facilities (subject to normal opening times) between October and April inclusive, and Monday to Friday and Sundays after 2.00 pm from May to September. Offpeak members may not use the Club during Points Week or Junior Fortnight.

(iv) For new Full Members, Couples and Families in their first sailing season, the subscription payable each full month from the date of joining will be the lower of one tenth of the annual subscription rate for the relevant age band or the introductory taster rate of £69 per month. Members joining in November and December will pay no subscription until 1st January.

All other categories of membership pay 100% on joining, irrespective of the month of joining.

(v) Full and Partner Members aged 75 and over with 20 or more years membership (not necessarily concurrent) receive the following discount on their subscription:

	Discount	Member	Partner
Age 75 to 79	25%	£338	£184
Age 80 to 84	50%	£225	£123
Age 85 to 89	75%	£113	£61
Age 90 and over	100%	0	0

(vi) Downgrades to Midweek and Absentee membership are permitted subject to approval by General Committee

Racing and Stage Berthing Fees 2019			
Topper	£197	Single-handers	£207
Mirror	£217	RS Feva	£237
International 420	£286	RS200	£297
RS200 Under 27s	£201	2000	£324
International 14	£392	RS800	£424
Merlin Rocket	£TBA		
Cruising Dinghies	£212	Keelboat Racing Fee	£573
Tender Area	£143	SUP Rack	£59
Tempest Hard	£546	Finger Berth A	£1,395
Finger Berth B	£886	Finger Berth C	£499
Shingle Berth	£59	Locker Large	£98
Outboard Store	£46	Locker Medium	£72

ITCHENOR SAILING CLUB

APPLICATION FOR MEMBERSHIP



Please delete as appropriate *Full - Junior/Family Taster - Offpeak*

Title: Mr, Mrs, Miss, Other	Surname:
First name/s:	Known as (for Handbook):
DOB:	Occupation:
Address 1:	Address 2:
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.....
.....
Postcode	Postcode
Phone:	Phone:
Mobile:	Work Phone:
Email:	

Sailing experience, including any qualifications. (Including dates if known).

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Sailing intentions - which ISC class would you like to sail.

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Useful skills - please list any skills which may be helpful to the Club e.g. Rib driving, race management, club or class committee experience etc.

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How did you become aware of Itchenor Sailing Club?

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Itchenor Sailing Club is proud of its family club ethos. We strongly encourage all members of the family to join the Club. If you would like to include other members of your family, please include their details here.

Partner

Surname	Title: Mr, Mrs, Miss, other.....
DOB	First name/s
Mobile.....	Occupation
	Email.....

Non Sailing Spouse Only Please Note: Spouse Members who are parents of Junior Members may not opt out
 Please tick here if you wish to opt out of duties

Children aged under 18 years

Name.....	DoB
Name.....	DoB
Name.....	DoB

Sailing experience, intentions and skills of family members.

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If applying as a Junior (age 8 – 17) and your parents or grandparents are not Full Members, please give the name of the member who will be responsible for you.

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I/We wish to join Itchenor Sailing Club for the membership category stated overleaf. If elected I/we agree to be bound by the rules in the Club Handbook, to pay subscriptions by direct debit and to take responsibility for carrying out duties of Race Officer, Support Boat Driver or Crew if required (Duty obligations do not apply to members aged under 16 or Temporary Members). I/We have read, understand and agree to abide by the Club's Safety Policy.

I/We understand that we may use the Club as Temporary Members (as defined in the Club Rules) whilst we are waiting for our application to be processed, and that our first year's membership subscription will be calculated from the date our completed application form is received by the ISC Office.

I/We understand that membership is an annual commitment payable in instalments by monthly direct debit.

Data Protection

The information you provide in this form will be used solely for dealing with you as a member of Itchenor Sailing Club. The Club has a Data Privacy Policy which can be found at on our website. Your data will be stored and used in accordance with this Policy. www.itchenorclub.co.uk/legal_docs/ISC%20Data%20Protection%20Policy%20Approved.pdf.

The Club may wish to publish a membership handbook, yearbook or directory with member's contact details which will be available to all members, in either electronic or paper versions. **If you consent to your data being shared in this way, please tick here.**

Please be aware that if you later decide to withdraw your consent it will not be possible to remove your contact details from printed material until such time as the next edition of the handbook is printed, which will be on an annual basis.

The Club may arrange for photographs or videos to be taken of Club activities and published on our website or social media channels to promote the Club. **If you consent to your image being used by the Club in this way, please tick here.**

If at any time you wish to withdraw your consent for any of the above, please e-mail office@itchenorsailingclub.co.uk

Signed: Date:.....

Partner..... Date.....

Please submit your completed application form to the Club together with a signed first instalment authority and signed direct debit mandate; and in the case of children aged under 18 years, a signed parental disclaimer form.

Supported by:

Proposer/Selection Committee* Signed.....

Print Name:..... Date.....

Seconder/Selection Committee* Signed.....

Print Name Date.....

* Delete as appropriate. Note Proposer/Seconder must be Full Members of at least 3 years standing.

Debit/Credit Card pre-authorisation form

Membership subscription instalments for your first season are payable monthly by debit or credit card. Please complete and sign this form and return it to the Club with your completed application form. Then from 1st November, your subscriptions will be collected using your direct debit.

I (name on card) authorise Itchenor Sailing Club to charge my first season's monthly membership instalments to my Debit / Credit card detailed below.

Address

.....

Post Code

Telephone

Cardholder signature Date

<u>Office use only:</u>	
Date processed:	Amount charged:

This section of the form will be retained on file

This section of the form will be destroyed after payment has been processed

Type of card Visa Debit, Visa Credit, Mastercard (delete as appropriate)

Card number (16 digit number)

Valid from /..... Expiry/.....

Security code (last three numbers on reverse of card)

