



OPERATIONS MANUAL

Hill Head Sailing Club, The Club House, Cliff Road, Hill Head, Fareham, Hampshire PO14 3JT
Telephone: 01329 664843 Email: admin@hillheadsc.org.uk www.hillheadsc.org.uk



Hill Head Sailing Club Application for Membership

Names of those to be included in Membership (BLOCK CAPITALS PLEASE)

Title	Preferred Forename	Surname	Date of Birth (if under 18)	Address
				Post Code:
Home Tel No:			Mobile:	
Email address (primary member):				
Email address (second adult):				

Class of Membership for which application is made (please tick):

<input type="checkbox"/>	SAILING	A member who has an interest in sailing matters. Joining fee required.
<input type="checkbox"/>	FAMILY	A couple living together at one address and their child or children, if there be any, under the age of 18 at the commencement of the Club year. Joining fee required.
<input type="checkbox"/>	CADET	Under 18 years old on 1 st January of the year of application. No joining fee required.
<input type="checkbox"/>	STUDENT	Between 18 years and 24 years old on 1 st January of the year of application, engaged in full-time studies, and not in receipt of wages. No joining fee required.
<input type="checkbox"/>	SOCIAL	Entitled to use of social, but not sailing, facilities. No vote at General Meetings. Reduced joining fee required.

Boats (if any)	Class	Sail No	Name

Dinghy parking spaces and moorings can only be applied for by existing members. Once your membership application has been approved you will be eligible to apply for a space. To do this, please contact the Dinghy Park Coordinator (Email: dinghy parking@hillheadsc.org.uk)

Brief details of reasons for interest in HHSC (racing, cruising, pottering, social, etc.)	
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Present or previous sailing club (if any)	
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FEE ENCLOSED	Joining Fee	£	For the current rates visit: http://www.hillheadsc.org.uk/membership/
	Subscription	£	
	Total	£	

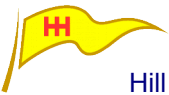
CADET MEMBER DETAILS - please complete for cadet membership applications OR for children included within a family membership application. The declaration overleaf must also be completed and signed by an adult member of the club or an adult applicant.

Name of Responsible Adult (<i>Can be same as overleaf</i>)	Signature of Responsible Adult

Name of Parent or Guardian	Relationship to Cadet

Name of Cadet(s)	2:
1:	3:

Voluntary Duties



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There is an expectation that members of Hill Head Sailing Club will undertake voluntary duties to enable club social and sailing activities to run. Please can you indicate areas in the club where you think you have skills to offer, or where you would like to assist (see examples below).

The information you select in this section will help to put you in contact with Committee Members who are responsible for the different activities, but please just ask if you need more information on how to get involved. Some roles require training / qualifications which can be provided / undertaken as relevant.

Tick	Area of Club work	For Example:
	Assist With Sailing Duties	Race Officer, Safety Boat, Running Sailing Events
	Assist with House Duties	Working in the club Bar, Lunches, Social Events
	Assist with Maintenance Duties	Maintenance of the House, Harbour, Spit Side and Dinghy Parks
	Is there another way you can offer assistance?	You may be a Sailing Instructor, Builder, Electrician etc.

Please give any specific details: (Area of speciality / RYA and/or any other qualifications you may hold:

Declaration of membership: (Complete Steps 1 to 3)

1: The Cadet Member's Parent/Guardian (if applicable)

I hereby undertake to nominate an adult member of Hill Head Sailing Club who has agreed to be responsible for the supervision and safety of the following Cadet Members of Hill Head Sailing Club at all times they are on Club premises or afloat in Club boats unless they are participating in training courses officially organised by Hill Head Sailing Club. I agree that the Club will not accept responsibility for these Cadet members other than when participating in such training.

X Parent/Guardian signature.....Date.....

2: The Applicant:

"I apply for membership of the Hill Head Sailing Club. I agree to abide by the Club rules. I undertake to voluntarily carry out duties within the Club that are reasonable and within my capabilities. I shall maintain the insurance on my boat(s) at least against Third Party claims. I will abide by the current Sailing Instructions when I take part in Club sailing events. I also give permission for HHSC to use the data provided for the purposes of managing HHSC only."

X Signature.....Date.....

3: The Hill Head Member Supporting the Application

Declaration by an existing HHSC Club member.

(NB. Must be signed prior to the application form being submitted to the Management Committee for approval).

I have spoken to the new applicants who are requesting Membership at HHSC and explained that the club is run by volunteers and that each member is expected to carry out voluntary duties that are reasonable and within their capabilities. I have also given a brief explanation of club activities and how the club operates.

X Signature..... Date:.....

Print Name:.....

Please return completed form, along with a cheque for the appropriate fee (payable to Hill Head Sailing Club) to: The Hon Membership Secretary, Hill Head Sailing Club, The Club House, Cliff Road, Hill Head, Fareham, Hants PO14 3JT