



THE WHITECRAIGS GOLF CLUB CONSTITUTION

1. NAME

The Club shall be called The Whitecraigs Golf Club, hereinafter referred to as "the Club".

2. STATUS

The Club is a non-profit making organisation. All profits and surpluses will be used to maintain or improve the Club's facilities.

The Club's Financial Year is from the 1st November to the 31st October.

The Club's Subscription Year is from 1st February to 31st January.

3. MANAGEMENT

3.1 The Management of the Club shall be vested in the Committee of Management, hereinafter referred to as "the Committee".

The Committee shall consist of the Captain, the Vice-Captain, and ten other Members to be elected as hereinafter mentioned. The Committee shall meet at such times as is considered necessary with six to form a quorum.

The Committee shall appoint a Club Manager on such terms and conditions as they may determine. The Club Manager shall carry out such duties as assigned to the Club Manager by the Committee.

3.2 The Captain, the Vice-Captain, and members of the Committee, shall be elected at the Annual General Meeting of the Club. The Captain, the Vice-Captain and three of the members of the Committee shall retire annually. Committee members wishing to remain on the Committee after their three-year term has been completed are eligible for re-election at the same Annual General Meeting of the Club.

3.3 The Committee shall have power to fill vacancies occurring in their number in the course of the year. Any Member so co-opted shall complete the unexpired term of service arising from the vacancy. If the period of co-option has not yet exceeded one year, the Member shall be eligible for re-election at the following Annual General Meeting for a further period of three years.

3.4 Nominations of Captain, Vice-Captain, and Committee Members for election must be in the hands of the Club Manager, signed by at least two Members of the Club, not later than 1st December. When received, nominations shall be posted on notice boards in the clubhouse, and shall be intimated in the circular calling the Annual General Meeting. At least one month's previous notice shall be given on the notice board in the clubhouse of the last day for receiving nominations.

In the event of the number of nominations of Members for election to the Committee, intimated in terms of the immediately preceding paragraph, not being sufficient to fill the vacancies then occurring on the Committee, it shall be competent at the Annual General Meeting of the Club to nominate additional Members of the Club to fill such vacancies. In the event of the number of nominations received being in excess of the number of vacancies, and a vote resulting, such vote shall be confined to such Members as may be nominated at such Annual General Meeting.

3.5 The Committee shall appoint such Sub-Committees as they consider necessary to assist in the management of the Club. The Convenors of such Sub-Committees will be Members of the Club.

When considered desirable, a Sub-Committee may include persons from within the membership of the Club outwith the Committee. The Committee will be responsible for the appointment of such persons and they shall also fix the quorum of all Sub-Committees.

3.6 At any meeting of the Club or the Committee, the Captain, whom failing, the Vice-Captain, shall take the chair and, whom both failing, the meeting shall elect a chairperson. At any meeting of any Sub-Committee, the Convenor shall take the chair, and failing the Convenor, the meeting shall elect a chairperson. The chairperson shall have a casting as well as a deliberative vote at any meeting of the Club, the Committee, or a Sub-Committee.

3.7 The Committee, subject to the Constitution and Bye-Laws, shall have all powers necessary for the full and efficient conduct of the affairs of the Club.

3.8 The Club Manager shall receive, on behalf of the Club, all monies payable to the Club, and shall pay all accounts due by the Club, as authorised by the Committee. The Club Manager shall be entitled, on behalf of the Club, to sue for all sums due to the Club by persons within the Membership or others on receiving the instructions of the Committee so to do.

The Club funds shall be lodged in bank from time to time, in the name of the Club, and all cheques drawn on the Club's bank account shall be signed by the Captain, or the Vice-Captain, and the Club Manager, or any two of them.

4. MEMBERSHIP

All persons within the membership of the Club shall be bound by the Constitution, Bye-Laws and Club Rules and on these conditions alone are entitled to the advantages and privileges of the Club.

The membership of the Club will consist of Members and Associates.

Members will be defined as those that have by virtue of their category of membership an entitlement to vote at any General Meeting of the Club and have an interest in the management and property of the Club. Only Members have these rights.

Associates will be defined as those who have varying degrees of rights to the use of the clubhouse and/or the course and/or the par 3 course and/or the practice ground but by virtue of their category of membership have no vote at any meeting of the Club and have no interest in the management and property of the Club. Associates may only attend a General Meeting by invitation of the Committee to their category of membership.

The Club shall produce a Bye-Law “Membership Terms and Conditions” detailing:

a) The processes for Application to and Resignation from the Club.

b) All categories of membership and their respective –

- Entrance fees
- Transfer fees
- Levies
- Annual subscriptions
- Club Card fees
- Golf Union affiliation requirements
- Playing rights
- Any limitations on numbers per category of membership
- Any conditions pertaining to eligibility through age or length of membership.
- Any other terms and/or conditions incumbent on each membership category

c) Payment processes relative to any charges as determined by section b).

All fees including, entrance fees, annual subscriptions, club card fees, transfer fees, locker/caddy car shed rentals and other charges as defined in the Club Bye-Law “Membership Terms and Conditions” shall be fixed from time to time by the Members at a General Meeting of the Club duly convened. All annual charges become due at the beginning of the Subscription Year as defined in clause 2 of the Constitution.

Any person not making payments in accordance with the Bye-Law shall cease to be a Member or Associate of the Club but shall remain liable for the balance of any payments outstanding.

5. DISCIPLINE

The Committee shall have the authority to suspend or expel any person from the membership whose conduct appears to them to endanger the character, interest, or good order of the Club, or who acts in defiance of its Constitution, Bye-Laws or Club Rules. This authority to be discharged in accordance with the appropriate Club Policy Document.

6. MEETINGS

6.1 The Annual General Meeting of the Club shall be held in the month of January, when a statement of the affairs of the Club, duly certified by an independent qualified accountant, shall be submitted, the office bearers and members of the Committee elected, and any other competent business transacted.

6.2 The Committee shall have power at any time to call a Special General Meeting of the Club, and shall be bound to call such a meeting within fourteen days after receiving a written requisition to that effect, signed by a least forty Members, the requisition to state the nature of the business to be considered. Any meeting so called shall be entitled to consider or discuss only those matters specified in the notice calling such Special General Meeting.

6.3 For any General Meeting of the Club, at least seven days written notice specifying the nature of the business to be considered shall be given to each Member, and also to each Associate of any category if the Committee considers the business to be of fundamental significance to that category, and such notice shall specify the nature of the business to be considered.

6.4 At all meetings of the Club twenty Members shall form a quorum.

6.5 Any person within the membership changing address (residential or electronic) or telephone number shall intimate the change in writing to the Club Manager and, failing such intimation, all notices sent to the old address shall be held as duly delivered.

7. PROPERTY

- 7.1 In respect that the Club owns the land and all buildings thereon, the Committee shall be entitled to exercise all the rights, powers and privileges competent to the ownership of property. The Committee shall not have any power to sell, lease or otherwise dispose of any part of the land or buildings unless such sale, lease or disposal is authorised at a duly convened meeting of the Club by a majority of three-fourths of those voting
- 7.2 The Committee may acquire additional lands and buildings either by purchase or lease and may borrow for these purposes or for any other purpose of the Club on the security of its heritable or other property. The Committee shall, however, not borrow for any purpose on the security of the Club's heritable or other property unless it is approved at a duly convened general meeting by a majority of three fourths of those voting.

8. ALTERATION OF CONSTITUTION, BYE LAWS AND CLUB RULES

- 8.1 No alteration shall be made to the foregoing Constitution, except at General Meeting of the Club, and the notice calling such a meeting shall state the alteration proposed to be made, but no such alteration shall take effect unless it is authorised by a majority of two thirds of those voting.
- 8.2 No alteration shall be made to any Bye-Law, except at General Meeting of the Club, and the notice calling such a meeting shall state the alteration proposed to be made, but no such alteration shall take effect unless it is authorised by a simple majority of those voting. Alterations to Bye-Laws shall be voted upon on an individual item basis.
- 8.3 Any Member wishing to submit a proposed alteration to a Bye-Law for consideration at Annual General Meeting must do so (duly seconded by another Member) in writing to the Committee by the 30th November preceding the Annual General Meeting.
- 8.4 The Committee is authorised to determine any Club Rules that are required to facilitate sound day to day management of the Club. These will be availed to the membership by display in the clubhouse or inclusion in the membership diary or by whatever means the Committee considers appropriate.

BYE-LAWS

Bye-Law “Membership Terms and Conditions”

1) Applications

- Membership of the Club is open to all and no application shall be refused on grounds of gender, age, race, religion or belief, sexual orientation or disability. An application for membership shall be in the form approved by the Committee and must be forwarded to the Club Manager signed and dated by the applicant and by the proposer and seconder (both of whom must be personally known to the applicant). Should the applicant not know any person within the membership then a letter of reference shall be sought from all previous golf clubs of which the applicant has been a member. In mitigating circumstances applications will be accepted without proposer or seconder, but must be accompanied by two acceptable letters of reference.
- No person from within the membership shall be entitled to act as a proposer or seconder within one year of joining the membership.
- To allow any person within the membership the opportunity to comment in writing as to the suitability of any applicant, then the name of the applicant and of the proposer and seconder shall be exhibited on the Club notice board for not less than seven days upon receipt of application. Formal interviews will not be conducted for Junior or Par 3 Associates. All other applicants will be interviewed by at least two of the Captain, Vice-Captain, Committee Member, Club Manager or office-bearer before the applicant’s name is placed on the waiting list or admitted to membership. Where a formal interview is required, it can take place at any time following receipt of a completed application for membership. The interview process is intended to help the applicant understand the expectations that the Club has of its membership. The acceptance of applications for any waiting list and the election of all applicants to membership shall rest with the Committee and shall be by majority vote.
- On the election of an applicant the Club Manager shall give notice thereof in writing or by email and furnish such applicant with a copy of the Constitution, Bye Laws and Club Rules. Should there be no vacancy in the category of membership applied for then the applicant’s name shall be placed on the waiting list and a registration fee charged. On election, the registration fee will be deducted from the entrance fee payable. In the event of the application being withdrawn or the applicant declining election, the registration fee will be forfeited. This fee is set at £50 for any membership category for which the eligibility is age 18 years or over.

2) Resignations

- Any person within the membership wishing to resign from the Club must intimate their resignation to the Club Manager in writing by 31st January otherwise they shall be held liable for the annual subscription for the following subscription year which falls due 1st February.
- Any person within the membership may request transfer to another category of membership subject to there being a vacancy. In the absence of a vacancy the application will be placed on a waiting list. There will be a transfer fee charged where the new category provides additional playing times or benefits. The transfer fee is non-refundable. Requests to transfer must be in the hands of the Club Manager prior to 31st January and transfers between categories will be made annually on 1st February.
- The Club shall operate a preferential system for the return to membership of any person who resigns or has resigned from a membership category (other than Par 3 Associate or Social Associate) as follows.
Any person wishing to return to the same membership category as they resigned from shall be liable to pay –
 - a) Any unpaid levies that may have been paid by that membership category during the last three years plus either –
 - b) The difference in entry fee that exists between the time of resignation and the time of re-admittance or –
 - c) A re-admission charge of £100 (whichever is the greater between b) and c).
- The onus will lie with the person returning to membership to show when they resigned from the Club.
- No person who has been part of the membership of the Club may return to a membership category with less entitlement.
- These conditions apply only for one resignation and re-application per person. Any subsequent resignation is treated as a new application upon return.
- Should any person who has previously resigned as a Junior Associate or Youth Associate reapply to return to membership of the Club but are now of an age that prevents them from returning to that same category of membership then they shall be liable for the entrance fee required of the returning membership category but shall be credited with any entrance fee they have paid previously to the Club.
- Any person returning to the membership of the Club shall be readmitted to the Club immediately, irrespective of waiting lists.

3) Membership Categories

1) Full Member

Eligibility – Any person aged 18 years and over

Maximum number of persons allowed within this category – 475

Playing times – No restriction on access to the course, par 3 course or practice ground.

Entrance fee – £1400

Subscription – £1145

Subject to Golf Union levy – Yes

Club Card – £60

Transfer Fee in from Restricted Associate – £700

Transfer Fee in from Youth Associate – None

Proposal entitlements – Can act as proposer or seconder for any category of membership.

2) Honorary Member

Eligibility – The Committee of Management may recommend for Honorary Membership of the Club, any person in the membership of the Club who has brought honour to the Club, or has given exceptional service to the Club, and if such recommendation is approved by the Members at General meeting, then the person shall be elected an Honorary Member.

Maximum number of persons allowed within this category – No limit.

Playing times – No restriction to access to the course, par 3 course or practice ground.

Entrance Fee and Transfer Fees in – Not applicable

Subscription – None

Subject to Golf Union levy – Yes

Club Card – None

Proposal entitlements- Can act as proposer or seconder for any category of membership.

3) Life Member

Eligibility – Any person who is currently a Full Member and has paid not less than 40 subscriptions as a Full Member and/or Restricted Associate and is not less than 65 years of age. Any person who has resigned their membership and rejoined the Club since completing forty consecutive subscriptions is no longer eligible to become a Life Member. Any person who has transferred from being a Full Member to a category of membership with less entitlement is no longer eligible to become a Life Member. Any person who became a Full Member after 1st January 1992 will not be eligible to become a Life Member.

Maximum number of persons allowed within this category – No limit.

Playing times – No restriction to access to the course, par 3 course or practice ground.

Subscription – Any person aged 65 to 74 inclusive – £570. Any person aged 75 and over – None

Subject to Golf Union levy – Yes

Club Card – Any person aged 65 to 74 inclusive - £60. Any person aged 75 and over – None

Entrance Fee – Not applicable

Transfer Fee in from other membership category – Not applicable

Proposal entitlements – Can act as proposer or seconder for any category of membership.

4) Restricted Associate

Eligibility – Any person aged 18 years and over

Maximum number of persons allowed within the category – 175

Playing times – No restriction on access to the par 3 course. Access to the course and practice ground as follows:

- Mondays and Fridays – all day
- Tuesdays, Wednesdays and Thursdays – Starting until 16.00 and after 19.00.
- Non-competition Saturdays – Starting after 14.00, Competition Saturdays – Starting after 15.00
- Sundays – Starting after 12.00 noon
- Participation in the Clements Cup/Ladies Day

Entrance Fee – £700

Subscription – £940

Subject to Golf Union levy – Yes

Club Card – £60

Transfer Fee in from Three Day Associate – £350

Transfer Fee in from Youth Associate – None

Proposal entitlements – Can act as a proposer for all membership categories other than Full Member

5) Life Restricted Associate

Eligibility – Any person who is currently a Full Member or a Restricted Associate and has paid not less than 40 Restricted

Associate and/or Full Member subscriptions and is not less than 65 years of age. Any person who has resigned their membership and rejoined the Club since completing forty consecutive subscriptions is no longer eligible to become a Life Restricted Associate. Any person who has transferred from being a Restricted Associate to a category of membership with less entitlement is no longer eligible to become a Life Restricted Associate. Any person who became a Restricted Associate after 1st January 1992 will not be eligible to become a Life Restricted Associate.

Maximum number of persons allowed within the category – No limit

Playing times – No restriction on access to the par 3 course. Access to the course and practice ground as follows:

- Mondays and Fridays – all day
- Tuesdays, Wednesdays and Thursdays – Starting until 16.00 and after 19.00.
- Non-competition Saturdays – Starting after 14.00, Competition Saturdays – Starting after 15.00
- Sundays – Starting after 12.00
- Participation in the Clements Cup/Ladies Day

Entrance Fee – Not applicable

Subscription – Any person aged 65 to 74 inclusive – £465. Any person aged 75 and over – None

Subject to Golf Union levy – Yes

Club Card - Any person aged 65 to 74 inclusive – £60. Any person aged 75 and over – None

Transfer Fee in from other membership category – Not applicable

Proposal entitlements – Can act as a proposer for all membership categories other than Full Member

6) Three Day Associate

Eligibility – This category is now closed to new applicants.

Maximum number of persons allowed within this category – 50

Playing times – No restriction on access to the par 3 course. Access to the course and practice ground as follows:

- Mondays and Fridays – all day
- Wednesdays – starting until 16.00 and after 19.00
- Participation in the Clements Cup/Ladies Day

Entrance Fee – £350

Subscription – £545

Subject to Golf Union levy – Yes

Club Card – £60

Transfer Fee in from Social Associate membership – £350

Proposal entitlements – Can act as a proposer for all membership categories other than Full Member and Restricted Associate.

Other conditions – Cannot hold a Club handicap but can hold one elsewhere. Cannot compete in Club competitions other than the Clements Cup/Ladies Day.

7) Social Associate

Eligibility – Any person from the existing membership or any spouse or partner of an existing or deceased Honorary Member, Full Member, Full Life Member, Restricted Associate, Life Restricted Associate.

Maximum number of persons allowed within this category – 125

Playing times – Other than the Clements Cup/Ladies Day, has no rights of access to the course, Par 3 course, or practice ground. May not be introduced as a playing guest by someone from another membership category.

Entrance Fee – None

Subscriptions – £180 including VAT

Subject to Golf Union levy – No

Club Card – £60

Transfer Fee in from other membership category – None

Proposal entitlements – Cannot act as a proposer or seconder for any category of membership

8) Youth Associate

Eligibility – Any person aged 18 to 30

Maximum number of persons within this category – 110

Playing times – No restriction on access to the course, par 3 course or practice ground.

Entrance fee – £500

Subscription – aged 18 to 25 – one third of that of Full Member – £385

- Aged 26 – 50% of that of a Full Member – £570
- Aged 27 – 60% of that of a Full Member – £685
- Aged 28 – 70% of that of a Full Member – £800
- Aged 29 – 80% of that of a Full Member – £915
- Aged 30 – 90% of that of a Full Member – £1030

N.B. Any Youth Associate aged 26 – 30, who joined the category prior to 31st January 2022, will continue to pay 50% of the subscription of a Full member (£570) for as long as he/she remains eligible for this category.

Subject to Golf Union levy – Yes

Club Card – £60

Transfer Fee in from Junior Associate – £500, discounted by £50 for each year served as a Junior Associate.

Proposal entitlements – Can act as a proposer or seconder for all membership categories other than Full Member.

9) Junior Associate

Eligibility – a boy or girl between the age of 11 and 17. The lower age may be waived in the case of exceptional golfing ability.

Maximum number of boys and girls within this category – 200

Playing times – No restriction on access to the par 3 course. Access to the course and practice ground as follows:

- Mondays and Fridays – all day
- Tuesdays, Wednesdays and Thursdays – Starting until 16.30 and after 19.00.
- Non-competition Saturdays – Starting after 14.00, Competition Saturdays – Starting after 15.00
- Sundays – Starting after 12.00
- Participation in the Clements Cup/Ladies Day
- Juniors with handicaps of 9 or less may participate in Saturday competitions from 10.30am for Club Championship qualifying or handicap purposes.

Entrance fee – NIL

Transfer fee in from Wee Wonder Associate – NIL

Subscription – £225

Subject to Golf Union levy – No

Club Card – No charge

Proposal entitlements – Cannot act as a proposer or seconder for any category of membership

10) Wee Wonder Associate

Eligibility – A boy or girl aged between 5 and 10 years of age.

Maximum number of boys and girls within this category – 100

Playing times – Subject to the “Other conditions” below no restriction on access to the par 3 course. Have no rights of access to the course or practice ground.

Entrance fee – None

Subscription – £95

Subject to Golf Union levy – No

Club Card – No charge

Proposal entitlements – Cannot act as a proposer or seconder for any category of membership.

Other conditions – This membership category operates under the auspices of the Club’s Child Protection Policy which includes the condition that a Par3 Associate will not be allowed onto the Par 3 Course unless accompanied by a parent or another adult nominated by the parent. Unless the parent or nominated adult is someone within the membership then that parent or nominated adult will not have access to the clubhouse other than to supervise his/her child while changing their shoes or, if necessary, while visiting the toilet. They will similarly be required to adhere to the Club’s dress code.

Proposal entitlements – Cannot act as a proposer or seconder for any category of membership

11) Honorary Social Associate

Eligibility – If not already part of the Club’s membership, then the spouse or partner of the Club Captain and Club Vice-Captain

Maximum number of persons within this category – 2

Playing times – Has no rights of access to the course, par 3 course, or practice ground.

Entrance Fee – None

Subscriptions – None

Subject to Golf Union levy – No

Club Card – No Charge

Transfer Fee in from other membership category – Not applicable

Proposal entitlements – Cannot act as a proposer or seconder for any category of membership.

Conditions – This entitlement only exists for the period of office of the respective Club Captain or Vice-Captain.

12) Temporary Associate

Eligibility – Any person who can demonstrate to the Club that they shall be residing within the locality for a period of not more than 3 years.

Maximum number of persons within this category – 20

Playing times – As per the category of membership applied for.

Entrance Fee – None

Subscriptions – As per the category of membership applied for plus 25%

Subject to Golf Union levy – Yes

Club Card – As per the category of membership applied for.

Transfer Fee in from other membership category – Not applicable

Proposal entitlements – Cannot act as a proposer or seconder for any category of membership.

Other conditions – Can only apply for a temporary placement as Full Member, Restricted Associate, Youth Associate or Junior Associate.

13) Country Associate

Eligibility – Any person from the existing membership who does not have a residence or place of business on mainland UK within 60 miles by road from the clubhouse.

Maximum number of persons within this category – 50

Playing times – No restriction on access to the Par 3 course. Access to the course (up to 12 times per annum) and practice ground as follows:

- Mondays and Fridays – all day
- Tuesdays, Wednesdays and Thursdays – Starting until 16.00 and after 19.00.
- Non-competition Saturdays – Starting after 14.00, Competition Saturdays – Starting after 15.00
- Sundays – Starting after 12.00

Entrance Fee – None

Subscriptions – £290

Subject to Golf Union levy – Yes

Club Card – £60

Transfer Fee in from other membership category – Not applicable

Proposal entitlements – Cannot act as a proposer or seconder for any category of membership. Does not have a vote at general meeting.

Other conditions – Cannot participate in Club competitions.

14) Introductory Associate

Eligibility – Any person aged 18 years and older.

Maximum number of persons within this category – 50.

Playing times – No restriction on access to the par 3 course and practice facilities.

Entrance Fee – None

Subscriptions – £200

Subject to Golf Union levy – No

Club Card – £0

Transfer Fee in from other membership category – Not applicable.

Proposal entitlements – Cannot act as a proposer or seconder for any category of membership. Does not have a vote at general meeting.

Other conditions – Cannot participate in Club competitions. May retain membership of this category for up to 2 years, after which must join as a Full Member or Restricted Associate.

15) Par 3 Associate

Eligibility – Any person aged 18 years and older.

Maximum number of persons within this category – 75.

Playing times – No restriction on access to the par 3 course and practice facilities.

Subscriptions – £305

Subject to Golf Union levy – Yes

Club Card - £60

Transfer Fee in from other membership category – Not applicable.

Proposal entitlements – Cannot act as a proposer or seconder for any category of membership. Does not have a vote at general meeting.

Other conditions – with a view to joining a playing category for the main course, may be signed on by a member at the member's guest rate (up to 12 times per annum).

4) Other Annual Charges

- Golf Bag Locker £45.00
- Gent's Suit Locker £30.00
- Holdall Locker £20.00
- Caddy Car Shed Rental £25.00

5) Notes in Support of Membership Categories

- 5.1 The Committee shall be entitled to increase or decrease the numbers for any category of membership by 5% of the number specified.
- 5.2 A Transfer fee applies where a person within the current membership requests and subsequently moves to a category of membership with increased rights. There is no rebate if a person within the current membership wishes to move to a category of membership with fewer rights. Transfer fees are non-refundable. If any person within the membership wishes to return to a category of membership with enhanced terms that they have previously held within the Club, no Transfer Fee will apply.
- 5.3 If any person within the current membership requests to move to another category and there is no vacancy then their name will be placed on the waiting list for that new category. The waiting list will be operated purely on chronological receipt of application from a member of the general public or a person within the current membership.
- 5.4 Transfers from one membership category to another will only be implemented on the 1st February following the Club's AGM. Where a category of membership or specific terms so included is determined by age then the person's age will, for the purposes of eligibility of transfer, be that which exists at midnight 31st January.
- 5.5 No person within the membership of the Club may be introduced as a visitor or as a guest of anyone within the Club's Membership out with the playing times that apply to their membership category. Restrictions on playing times for Associates may be extended only on occasions when representing the Club or playing in the Club Championship. With a view to promoting the benefits of membership categories with greater playing rights, the Committee of Management may, on one occasion each year to test the response, offer access to the course to members within specific categories at times out with the playing times that apply to that category. Should the Committee of Management so wish, a proposal may be made at the following AGM to render the change permanent, within the Club's Bye-Laws, but failure to do so will prohibit such arrangement until a period of 3 years has elapsed.
- 5.6 Any relative of any person within the membership of the Club (other than Social Associates) may be introduced onto the par 3 course at any time without charge.
- 5.7 Playing times refer to access to the course and practice ground. Anyone within the membership may access the practice ground at any time to receive Club organised group tuition or lessons from the professionals. Similarly, Junior Associates and Restricted Associates may access the practice ground for up to one hour in advance of them playing in a Club competition.
- 5.8 The playing times on a Saturday for Restricted Associates, Life Restricted Associates and Junior Associates during the months of November to February inclusive is from 12.00 noon.
- 5.9 With a view to promoting playing membership at The Whitecraigs Golf Club, the Committee of Management may create an additional membership category, with access only to the Par 3 Course for a trial period, at a rate to be determined by the Committee. Should the Committee of Management so wish, a proposal may be made at the following AGM to render the change permanent, within the Club's Bye-Laws, but failure to do so will prohibit such arrangement until a period of 3 years has elapsed.
- 5.10 The phrase "practice ground", unless further qualified, is taken collectively to mean the putting green, the chipping green, the practice net, and the practice area running parallel to Ayr Road.

5.11 Use of the putting green and/or chipping green may be permitted by the Committee for a group of members who, arising from their membership category, have no playing rights for these areas. Requests for use of the putting/chipping greens should be made to the Club Manager in writing. The Club Manager can either make a decision on behalf of the Committee and report the decision, or can refer the request to the Committee for a decision. Either single use or recurring use requests can be considered. Note that, where such a group of members is granted permission to use the putting/chipping greens, requests for access will be considered to be a single use request, unless explicitly stated otherwise. It is the responsibility of the requestor to inform the group of members of the conditions and duration of access that has been granted. Where requests are granted under this provision, they may be suspended or withdrawn at any time. In such instances the requestor will be advised as to whether they need to re-apply for use.

6) Payment Processes

- 6.1 The entrance fee, annual subscription (and other charges) of new persons to the membership shall be payable within ten days from the date of the notice advising admission, and failing payment thereof within that time, the admission, at the option of the Committee, may be cancelled.
- 6.2 Where the entrance fee of a new person to the membership is in excess of £200, it may be paid over five years following date of entry.
- 6.3 The Subscription of anyone within the membership falls due on the 1st February and may be payable by the following methods:
 - a) Single payment in full before 28th February
 - b) Two equal instalments. The first before the 28th February and the second on the 1st July by way of post-dated cheque, submitted together with the first instalment.
 - c) Monthly by direct debit in up to 10 equal instalments, plus an administration charge, at the discretion of the Committee. Any Club Card or other charges will be payable in addition to the first instalment.
 - d) Options b) and c) apply only where the Subscription is in excess of £200.
- 6.4 Entrance Fees and Transfer Fees in excess of £200 may be paid in instalments over a period of up to five years.
- 6.5 The Club Manager shall send a notice to any Member or Associate, who has failed to pay the annual Subscription by 1st March, to advise that the whole Subscription is payable and if such amount is not paid within 10 days after such date of notice, they shall ipso facto cease to be a Member or Associate of the Club. In the case of Members they shall also remain liable equally with other Members for all debts and obligations of the Club. Any payments received after 31st March will attract a late payment surcharge of 5% of the total sum due.
- 6.6 The Committee may, if they consider it appropriate, on the application of any Member or Associate, reinstate them upon payment of such sum as they may decide. A procedure similar to the foregoing shall apply if members have not paid the second instalment of their subscription by 31st July. Any person becoming a Member or Associate of the Club after 1st May in any year shall be liable to pay a sum pro-rata to the level of annual fee for the relevant category for the calendar year then current.