

LEAVE OF ABSENCE APPLICATION

Name _____ Member No _____

Address _____

Contact No/ Mobile _____ Email _____

DATES REQUIRED: (Min 4mths, Max 12mths)

I, _____ wish to apply for a Leave of Absence.

I understand my current membership will continue with payment in full, with a credit of "Absence" applied to next financial year membership.

I will be absent:-

from _____ 20_____ through to _____ 20_____

Member Name _____ Member No _____

Signature _____ Dated _____

- I have attached an accompanying letter of support from a doctor/specialist detailing illness or work deployment.

LEAVE OF ABSENCE CONDITIONS

Please read the attached Terms & Conditions and sign accordingly.

ACKNOWLEDGEMENT

I hereby acknowledge that (if approved) any credit will be allocated at current year rate for the following financial year.

I agree to be bound by the terms & conditions outlined on page 2 of this Agreement as signed and dated by me.

I agree and understand this application is privy to written approval from the Board of Directors.

Member Name _____ Member No _____

Terms & Conditions

This information outlines the conditions under which a Leave of Absence may be granted to members of Nelson Bay Golf Club.

Eligibility Criteria

To be eligible for a Leave of Absence, the member must meet the following criteria:

1. Must have continuous golf membership for a minimum period of five (5) years.
2. Leave of Absence is only granted for serious injury or illness or work redeployment.
3. Leave of Absence excludes holidays or vacation.

Application Requirements

Members must submit the following for consideration:

1. A formal application for Leave of Absence.
2. An accompanying letter of support from a doctor or specialist detailing the illness and expected recovery time.
3. Applications cannot be backdated.

Leave Duration

The duration of Leave of Absence is subject to the following conditions:

1. Minimum period of 4 months and maximum of 12 months.
2. Maximum period is calculated from the approved start date.
3. It is the responsibility of the member to request any further amendments to the initial leave period.

Membership Credit

If the Leave of Absence is approved:

1. A membership pro-rata credit will be applied to the following year's membership.
2. The credit will be based on the value of the current membership year, not the new rate of the next year.
3. No direct refund will occur.

Approval Process

1. All Leave of Absence applications are subject to Board Approval.

Member Name _____

Member No _____

Signature _____

Dated _____

General Manager _____

Dated _____