

# YARRAWONGA MULWALA GOLF CLUB RESORT

## Name of Policy: LEAVE OF ABSENCE

**STATEMENT:** Yarrowonga Mulwala Golf Club Resort is committed to ensuring that any member who will be absent from the Club for a period of time be given the opportunity to apply for Leave of Absence.

**DEFINITION:** “Leave of Absence” is defined as a period of time that the member will be absent from the golf club.

## POLICY:

1. YMGR policy is that upon written application to the Board of Directors a member may be granted leave of absence from the Club.
2. Leave of absence shall commence from the date of approval by the Board and expire on June 30<sup>th</sup> of the following financial year.

**The Membership Officer will monitor compliance with this Policy.**

## PROCEDURE:

- The Application is to be submitted in writing addressed to the President of the Board of Directors;
- A start and end date (not to exceed June 30<sup>th</sup> of the next financial year) must be contained in the application;
- Reason for request including, but not limited to –
  - a. Extended illness or injury of a member;
  - b. Caring for a family member who is suffering extended illness or injury;
  - c. Travelling overseas or interstate; and
  - d. Any other reasons determined applicable by the Board.
- Payment of an administration fee as determined by the Board.

Upon a Member being granted Leave of absence:

- The membership fee whilst on leave will be waived for the new financial year;
- Membership fees and subscriptions already paid are non-refundable;
- Any re-joining fees will be waived if membership is resumed prior to the date the Leave of Absence expires;

- Use of sporting facilities of clubs with reciprocal rights will be suspended during the period of leave;
- During the period of “leave of Absence” the rights of the member will be reduced to those of a Social Member;
- The Board shall have the power to consider special or hardship rights.

**RELATED LEGISLATION;**

**Nil**

**RELATED DOCUMENTS:**

**Nil**

**RELATED POLICIES:**

**Nil**

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