



BLAIRGOWRIE

YACHT SQUADRON INC.

Reg. No. A0023156G ABN 64 825 467 219



By-law

Title:	BYS Membership Cards
Adopted at Meeting:	266, updated 287
Date:	16th Dec 2015
Version:	1.1

1. Background

The General Committee decided in 2014 to introduce a BYS Membership Card that identifies the member and provides member access to the various security controlled locations within the BYS leased area, for example, the BYS Clubhouse, Scotts' Shed, car park and marina.

The BYS Membership Card provides four functions for BYS Members

1. Member Photo Identification
2. Access to security controlled locations
3. Point of Sale access for food & beverages
4. Ability to sign in a member's guest via ClubNet

2. By-Law

In order to gain access to any area under the control of BYS, a member must use their personally issued BYS Membership Card, which is provided on a red lanyard.

A member must produce their BYS Membership Card to obtain service at the BYS Bar or clubhouse, and members are strongly encouraged to wear their red lanyards at all times when on BYS premises.

Only financial BYS members are issued with an active Membership Card.

One Membership Card is issued per member, and cards are strictly non-transferrable and cannot be defaced or altered in any way.

Membership cards must contain a current photo of the member taken by the BYS Office staff.

Within the BYS leased area a member must produce their Membership Card on request by a member of the General Committee, the General Manager or any other duly authorised staff member of BYS.

3. Procedure to obtain a Membership Card

- All members must obtain a BYS Membership Card from the BYS Office, and return any existing fob keys at the same time.
- At the time of card issue, all membership information stored in our Business Information System is validated with the member in person
- The BYS Office will confirm the member is financial before producing the card
- A photo of the member is taken and the Membership Card is printed at the time of the visit.
- The Member is provided with a red lanyard and card holder
- The process takes no longer than 5 minutes.



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BYS Membership Card Functions and Features

1. Who Receives a Membership Card?

The new Membership Card is provided to all financial BYS Members, including Juniors.

2. What's On the Card?

The card has the Member name, membership number, membership category, year joined and a passport size photo of the Member printed on the front. This is required to enable BYS to comply with liquor licensing requirements and Member identification.

3. Card Features

The Membership Card will enable all Members to have access to club facilities, and to access their club credit for purchases via the bar, canteen and BYS Office.

Each Member will have access to those parts of the club and marina as determined by their membership entitlements and in accordance with their specific responsibilities within the club.

The Membership Card is required for a Member to sign in a guest.

4. How is it used for Club Purchases?

The card may be used at the club to draw down on the Member's pre-paid club credit, either at the bar, canteen or through the BYS Office. The Member's club credit can also be topped up at any time either at the bar or at the BYS Office, by cash, credit card or debit card.

5. Access to Club Premises

The card has an embedded microchip that will provide access to the club premises. The card works in exactly the same way as the previous fob keys. All fob keys have become inactive and should be returned to the BYS Office when a Member is issued with their new card.

All Adult Members will be provided with a card with access to the marina. Access to the Marina will be provided to juniors upon request.

Members who have purchased a current season car park sticker will be provided with a card with access to the car park

6. Card Fees

For current financial Members, the Membership Card is provided free of charge.

If an existing Member has a fob key then the Membership Card will replace the fob key, at no additional charge.

Replacement of a lost or damaged card will incur a fee of \$10.

Replacement of a lost or damaged card for juniors under 18 years of age will incur a fee of \$5.
