



Philadelphia Skating Club and Humane Society
220 Holland Avenue
Ardmore, Pa 19003-1292
610.642.8700, Fax 610.645.9635

Membership Application

Office use only

Date rec'd _____
 Date Posted _____
 Date met _____
 Letter sent _____

Candidate's full name _____

Candidate's spouse/partner _____

Address _____

City _____ State _____ Zip _____

Phone Numbers, (H) _____ - _____ - _____; (Cell) _____ - _____ - _____; (Fax) _____ - _____ - _____;

Email address _____

What best describes your marital status?

- | | |
|--|------------------------------------|
| <input type="checkbox"/> Married | <input type="checkbox"/> Separated |
| <input type="checkbox"/> Single, never married | <input type="checkbox"/> Divorced |
| <input type="checkbox"/> Partnered | <input type="checkbox"/> Widowed |

Proposer: Name _____

Phone Number, (H) _____ - _____ - _____; (W) _____ - _____ - _____

Seconder: Name _____

Phone Number, (H) _____ - _____ - _____; (W) _____ - _____ - _____

Supporter: Name _____

Phone Number, (H) _____ - _____ - _____; (W) _____ - _____ - _____

Other members known by candidate: _____

Principal reasons why the candidate wishes to join the Club:

Please complete the following information for the candidate and the spouse/partner as applicable. This information is helpful to the Membership Committee and the candidate/s' involvement in the Club.

Candidate	Spouse/Partner	
	Date of birth	
	Birthplace	
	High school & class	
	College Degree & class	
	Graduate School Degree & class	
	Employer	
	Position/title	
	Employer's Address	
	Work telephone #	
	Work Email address	
<input type="checkbox"/> Yes, what years? _____ <input type="checkbox"/> No	Are you a former PSC & HS member?	<input type="checkbox"/> Yes, what years? _____ <input type="checkbox"/> No
	Are you related to any PSC & HS members? What relationship?	
	What other clubs and organizations do you belong to?	
	What professional associations do you belong to?	
	What skills and talents would you be willing to share with the club?	
	What other interests and hobbies do you have?	
<input type="checkbox"/> Novice <input type="checkbox"/> Intermediate <input type="checkbox"/> Advanced	What is your skating skill level?	<input type="checkbox"/> Novice <input type="checkbox"/> Intermediate <input type="checkbox"/> Advanced
<input type="checkbox"/> Dance <input type="checkbox"/> Synchronized <input type="checkbox"/> Freestyle <input type="checkbox"/> Other _____ <input type="checkbox"/> Familv	What is your skating interest?	<input type="checkbox"/> Dance <input type="checkbox"/> Synchronized <input type="checkbox"/> Freestyle <input type="checkbox"/> Other _____ <input type="checkbox"/> Familv
<input type="checkbox"/> Yes <input type="checkbox"/> No	Do you want a skating privilege For yourself?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Please list all CHILDREN

Name	Date of Birth	School/college	Class	Skating Privilege?
				<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No

What class of membership are you applying for? (Check One)

- Household / family / Individual
- Other _____
- Non-resident?

Number of skating privileges you are applying for? (Check One)

- None...Non-skating membership
- One skating privilege
- Two skating privileges
- Unlimited skating privileges

Signature of Candidate: _____

Date: _____

Signature of Proposer: _____

Date: _____



Philadelphia Skating Club and Humane Society

Membership Process

Start the application Process

- 1) Inform the candidate about club programs and responsibilities and invite them to the club as your guest.
- 2) Call the PSC&HS office (610-642-8700) and ask that a membership application package be sent to you, as Proposer, for the candidate.

Complete the required forms

- 3) Work with the candidate to determine what Club members they know that could write letters of support. Determine who are the seconder and other supporters.
- 4) Have the candidate complete the application.
- 5) Write your proposing letter for the candidate.
- 6) Send supporting form letters to other supporters.
- 7) Collect the seconding letter and the third letter. (Members of the candidate's immediate family and members of the Membership Committee are not eligible to write letters due to conflicts of interest.)
- 8) Mail or deliver the complete package (application, proposing letter, supporting letter, third letter) to the office marked "Membership Committee Chair."
- 9) Once the complete package is received in the office, the candidate's name will be posted at the Club and/or in the Club newsletter, The TWIST.

Introduce the prospect to the membership admissions committee

- 10) You will receive a call from the office letting you know that the candidate has been posted and the Membership Committee would like to meet with you and the candidate along with the date, time, and place of the meeting. The candidate will also be called by the office but it is good to touch base with them about the meeting. The proposer is to accompany the candidate to the meeting with the Membership Committee. If the candidate is able to make the meeting but the proposer is unable to, the seconder can accompany the candidate to the meeting.

Welcome the New Member

- 11) The office will:
 - Call the proposer and the candidate to welcome the new member to the Club.
 - Send the new member a welcome letter and a dues statement
 - Notify the club board, committees and newsletter.
- 12) After the candidate has been accepted, the proposer and seconder:
 - Inform the new member about Junior Club, Ice Breakers and the new member dinner.
 - Invite the new member to the rink to skate or for a social event such as a Saturday Tea. This provides the new member with the opportunity to meet other members and learn about the times and sessions they would like to skate or club activities they can participate in.
 - Introduce the new member to other members to help the new member learn about club activities, programs, and rules during the time when the new member wants to skate.



Philadelphia Skating Club and Humane Society

Membership Facts to be discussed with candidate prior to meeting the membership committee

Dues, Fees and Membership Classes

- The entrance fees, dues and capital fund fees for the appropriate membership class. The proposer should receive the current fee schedule from the office with the application package.
- Entrance fees and dues includes the unlimited use of all skating facilities for the number of skating privileges requested.
- Dues of a new member elected after January 15th (half the season) are prorated for the appropriate portion of the fiscal year, including the month of election as a full month.
- There is a capital fund which is billed annually and is used to defer building costs.
- Dues, entrance fees and other fees or assessment amounts are set annually by the Board of Governors.
- The fiscal year is from September 1st to August 31st. Whatever classification of membership one is on September 1st is the manner in which one is billed. Any changes in membership should be requested prior to August 31st.

Policies and Procedures

- Upon election, and payment of the entrance fee and dues, a package will be sent to the new member with information needed to orient him/her with the club including club bylaws, policies and a member directory.
- An invitation will be sent to new members to the New Member's Dinner, normally held once a year. Members elected after the dinner will be invited to the next available dinner.
- A candidate may be invited by members as their guest up to 4 times during the regular club season (November through April).
- A candidate may use the facilities of the club as a guest of the proposer or another member under the usual guest rules.
- A member's child, upon attaining the age of 18, should transfer to senior membership to continue to use the club's facilities.

Club Facilities, Staff and Programs

- Junior Club has reserved time for the use of children and has specific rules about adults skating at that time unless they are part of the junior club program.
- The club has a fully staffed skate shop which can accommodate all your skate, merchandise or service needs. Feel free to ask for their assistance.
- The club has a very qualified staff of professional coaches who are available for private or group lessons to enhance your skill level.
- Do not hesitate to ask questions of the club office during your admissions phase or while a member. The PSC&HS administrative staff has years of experience in all facets of skating and is there to help you.