

## **Acton Indoor Tennis Association Membership and Billing Information 2017-2018 Indoor Season**

The Acton Indoor Tennis Club is one of a small number of non-profit tennis clubs in Massachusetts and the United States. As primarily a volunteer-based organization it is dedicated to the promotion of affordable life-long tennis. All revenues received are invested back into the club. The club relies on its membership to contribute to the club and requires a basic commitment of time and talents by ALL members to maintain and improve the club. As a non-profit the club also depends on its membership to recommend new members and grow the club as needed.

### **The Acton Indoor Tennis Association Offers Three Membership Options**

#### **1) Full Member:**

- a) Annual cost \$940/yr
- b) Court fees \$12/hr
- c) Full Members are allowed to book courts on any day and at any time during the week (no restrictions)
- d) Full Members are allotted 16 quarter hours of unbilled (free) court time each calendar month. Allotted time cannot be carried over from one calendar month to another. For reference, if you and another family member play singles for one hour that would equate to 4 quarter hours of play and you would have used up 4 of your allotted 16 quarter hours for that particular month.

#### **2) Associate Members:**

- a) Annual Cost \$620/yr
- b) Court Fees \$18/hr
- c) Associate Members are allowed to book courts on any day and at any time during the week (no restrictions)
- d) Associate Members are allotted 8 quarter hours of unbilled (free) court time each calendar month. Allotted time cannot be carried over from one calendar month to another. For reference, if you and another family member play singles for one hour that would equate to 4 quarter hours of play and you would have used up 4 of your allotted 8 quarter hours for that particular month.

**3) Restricted Day Memberships (RDM):**

- a) Annual Cost \$550/yr
- b) Court Fees \$18/hr
- c) RDM members may only play during the weekdays between 7 AM and 6 PM
- d) RDM members are allotted 8 quarter hours of unbilled (free) court time each calendar month. Allotted time cannot be carried over from one calendar month to another. For reference, if you and another family member play singles for one hour that would equate to 4 quarter hours of play and you would have used up 4 of your allotted 8 quarter hours for that particular month

4) **League Members:** The club's several tennis-league teams provide a welcome opportunity for members to compete as well as bring in income to the club. However, it's not always possible to field a complete team from club members alone. In order to maintain the club's participation in tennis leagues, we provide a membership category known as "League Member." This membership restricts member activity to only scheduled team practices and league matches and is designed to allow teams to recruit additional team members at a cost less than full membership.

- a) Annual Cost \$250/yr
- b) Court Fees \$18/hr
- c) League Members are not charged an initiation fee and can bypass the membership waiting list, but must coordinate their membership application with their team captain. The team captain forwards requests for League Members to the club Membership Chairman. If a League Member subsequently wishes to join as a regular club member, they must pay an initiation fee and apply to be added to the waiting list.
- d) League Members do not have court reservation privileges and can use courts only during team practices and matches scheduled by the club. League Membership extends through the summer to the extent teams hold practices and matches during the summer. League Members can use the outdoor courts in the same way as the indoor courts: to attend team practices and matches only. There would no charge for outdoor court time for matches or practices.
- e) League Members can play and practice in September (before the regular indoor season) after remitting their membership fee.
- f) Unlike other club memberships, League Membership is for individuals and not families.

- g) League Members who wish to participate in non-league play must play as the guest of a full, associate, or RDM member and the regular guest fee will be charged.

### **Examples of Court Charges for Various Usage Scenarios**

The simplest way to look at our billing is that you are responsible for that portion of the court that your membership number occupies. Therefore once your allotted time on a given month is expended, charges would be as shown in the following examples:

- 1) 2 Full Members playing singles for one hour are billed \$6 each.
- 2) 2 Associate Members playing singles for one hour are billed \$9 each.
- 3) 1 Full Member and 1 Associate Member playing singles for one hour, Full Member is billed \$6, Associate Member is billed \$9.
- 4) 4 Full Members playing doubles for one hour are billed \$3 each.
- 5) 4 Associate Members playing doubles for one hour are billed \$4.50 each.
- 6) Two family members, who are Full Members, playing singles for one hour are billed \$12.
- 7) Two family members, who are Associate Members, playing singles for one hour are billed \$18.
- 8) Full Member playing one hour of singles with a guest is charged \$18 (\$12 for court \$6 for guest).
- 9) Associate Member playing one hour of singles with a guest is charged \$24 (\$18 for court \$6 for guest).

**Note:** Indoor Court Rates for all member times during the summer months (May-September) are \$12/Hr. There is no monthly allotted time during the summer.

**Note:** Membership fees are not pro-rated for those members that join the club midseason or come off medical leave midseason. Members commit to membership in half season increments.

### **Billing:**

- 1) **Annual Dues:** Yearly membership dues are paid in two installments. First half dues are billed in July and are due September 1<sup>st</sup>. Second half dues are billed in November and due January 1<sup>st</sup>.
- 2) **Monthly Invoices:** Invoices are sent out each month via email around the 15<sup>th</sup> of the month. The invoice will include court fees and guest fees for the previous calendar month as well as any outstanding charges. Payment is expected within 30 days. Please note, the club no longer sends out the invoices via US mail.
- 3) **Billing for Clay Courts:** All Acton Indoor Tennis Association members are granted unlimited play on our four clay courts without additional charges.
- 4) **Initiation Fee:** Incoming members are charged a one-time \$100 initiation fee. This fee is due with the incoming member's first half dues. Past club members that re-join the Acton Indoor Tennis Association after leaving the club for one year or less will not be re-assessed the initiation fee.

- 5) **Late Fee:** The club will assess a late fee of \$50 dollars to those members who have not paid their first half dues by October 1<sup>st</sup> (due annually September 1<sup>st</sup>) and/or to members who have not paid their second half dues by February 1st (due annually January 1<sup>st</sup>).

**Club Access:** The Acton Bubble is accessed via a key card which opens the front door. Each member is provided one key card free of charge. Additional cards for other family members or for lost card replacement are available for a \$5 fee.

**Additional Optional Charges and Fees:**

**Tennis Parties:** The club can be reserved for group gatherings on Friday and Saturday nights from 8-12. Cost for these tennis parties is \$96. There are no guest fees, or guest limitations for these events. To schedule a tennis party, contact Sandy Eisenbies at [disk4fun@me.com](mailto:disk4fun@me.com). It is important that those members who use the club for a tennis party leave the club picked up and clean at the end of the night.

**Guest Policy:** Members are allowed to invite guests to play with them at the club. It is important to recognize that our guests are intended to be occasional visitors to the club. Frequent guests should be encouraged to become members. Guest policies are as follows:

- 1) A member may invite up to two guests each calendar month
- 2) There can never be more guests on the court than members
- 3) The guest fee is \$6.00 plus the normal court charges. Guests must be listed online when the court is reserved and listed on the in-house sign-in sheets with clear indication of the member that should be billed for the guest.
- 4) An individual can only be a guest of the club once per calendar month (in other words different members cannot invite the same guest to play during the same calendar month).

**Maintenance Fee:** As a member-owned club we are responsible for our own upkeep of the club facilities and grounds. We ask that regular indoor members contribute to this maintenance effort in some way on an annual basis. A \$50 maintenance fee is assessed in January to those members who have elected not to participate in the upkeep of the club during the prior year. Many options exist to help out including; clean-up weekends, clay court take down, emergency team, shoveling team, captaining a team, serving on the board, light replacement team, clay court rolling, etc. etc. League Members and Summer-only Members are not required to pay a maintenance fee but are also encouraged to volunteer.

**Club Waiting List:** A waiting list will be generated when the membership is deemed filled to capacity. Normally this is around 150 members including those on medical leave, but is a number subject to the determination of the board each year. A refundable \$5.00 fee will be charged to those wanting to be on the waiting list. The order on the waiting list will be determined by the date of receipt of the \$5.00 check

on a first-come-first-served basis. League Members and Summer-only Members can join in those limited memberships without being on the waiting list. However, if those members subsequently wish to upgrade to regular membership, they must go on the waiting list.

**Medical Leave:** Members who, for physical reasons (illness or injury), are going to be unable to use the club for an extended period of time can elect to go on medical leave. Medical leave is granted for either a half season or the full year. While on medical leave the member owes no dues but retains their membership at the club. Members whose medical leave extends past one year are assessed an annual \$25 fee to retain their membership at the club. While on leave the member is not allowed to book or use the courts. To be put on medical leave please contact Greg Osche at [oschets@comcast.net](mailto:oschets@comcast.net).