

## Letter to Applicant's Parent or Guardian

Dear Parent/Guardian,

The Berkeley Tennis Club welcomes your child's application for Junior Membership. We ask for your assistance in completing the application process by keeping several things in mind.

The Junior Membership Program is designed to provide a supportive environment where young persons can practice and develop their tennis and citizenship skills. The Applicant's interest in developing these skills is more important than how well they play tennis. Thus, we ask that parents discuss and confirm with the Applicant that he or she has enough time and interest to play tennis and become involved in programs and activities at the Club. We also ask that the parent consider the level of independence and maturity of the Applicant and assess whether it is an appropriate time for the Applicant to apply for Junior Membership. As parents will not be members of the Club, an Applicant must be mature enough to look after him or her self while at the Club and to introduce him or her self to other members.

Junior Memberships are a special category of membership. While there are many Club members under the age of 25, relatively few have received Junior Membership. Most members under 25 are part of a Family Membership and are given the status of Junior Membership to accommodate young persons having a keen interest in tennis and in becoming part of the Club. The Club set the cost of a Junior Membership at a level which would be reasonably accessible to young persons. The Club also makes a special effort to assess Junior Membership applicants as they are received. While the Club recognizes the children who are part of a Family Membership may have little or no interest in tennis or the Club, it assumes that there will be a special commitment from Junior Members to play and become involved in the Club.

The application consists of a form for the Applicant to fill out, a form for you to fill out, and a form for the Sponsoring Member to fill out. The Sponsoring Member must also submit a letter of recommendation.

We ask that the Sponsoring Member collect all the completed forms and submit the completed application to the Club Office. Please do not submit the application yourself.

Once the application has been completed and submitted to the Club Office, it will be evaluated by the Junior Development Committee Chairperson. The Chairperson will read the application and will call the Applicant to arrange an interview. The interview is usually an invitation to play tennis at the Club with the Chairperson. At that time, the Chairperson will take a photo of the Applicant and post it on the bulletin board (for 10 days.) The Chairperson will also call you and the Sponsoring Member to answer questions and obtain additional information. Once that is done, the Chairperson will make a recommendation to the Board at the next monthly Board meeting. If the Board accepts the recommendation, the Applicant will receive membership. The entire process takes about a month (sometimes a bit longer depending on when the next monthly Board meeting will occur.)

Lastly, the Club requires the Parent/Guardian of an Applicant to be responsible for paying the initiation fee and monthly dues. Often, a Junior Member will pay with his or her own money. Nevertheless, the Club requires the Parent/Guardian to accept ultimate responsibility for payments of Club dues and fees.

Please refer to the Summary of Junior Membership Fees and Costs. If you have any questions about the Junior Membership or the application process, please call the Junior Development Chairperson or the Club Manager. We will be happy to answer your questions. Financial aid and/or a scholarship may be awarded at the sole discretion of the Board and is based on merit and/or financial need. It is for a one-year period and reviewed annually by the Board. If you are interested in applying for a scholarship or financial aid for the Applicant, you must complete, sign and submit the BTC Scholarship/Financial Aid application which must be approved by the Board.

We welcome your child's application and look forward to meeting you.

Very truly yours,

Junior Development Committee Chairperson

BTC Junior Membership Application  
Parent/Guardian's Form

This form is to be completed by the Parent or Guardian of the Junior Membership Applicant. If you are a Parent or Guardian, please read the attached cover letter describing the privileges and responsibilities of Junior Membership. Then complete this form and forward it to the Sponsoring Member who will submit it, along with other required information, to the Club Office for consideration.

Parent/Guardian's Name\_\_\_\_\_

Applicant Name\_\_\_\_\_

Address\_\_\_\_\_City\_\_\_\_\_Zip\_\_\_\_\_

Home Telephone\_\_\_\_\_Cell\_\_\_\_\_

Second Parent/Guardian Cell Phone\_\_\_\_\_

Email\_\_\_\_\_

Did you read and understand the attached cover letter?

Why do you believe the applicant will benefit from Junior Membership?

Is the applicant interested in tennis?                      How so?

Is the applicant involved in other sports?

Do you believe that the applicant will have enough time to be an active participant in the BTC Junior Member events and activities?

Does your applicant understand the privileges and responsibilities of Junior Membership?

Do you understand the initiation fee and dues structure?

Will you be responsible for paying the applicant's initiation fee and monthly dues?

Do you know any BTC members?                      If so, whom?

Do you have any questions about the Junior Membership Program? If so, please list them below.

I agree to accept the financial responsibility for paying the applicant's initiation fee and dues.

Signature\_\_\_\_\_Date\_\_\_\_\_