

High Park Club

Tennis Membership Policies

Category: Membership, Finance

Subject: Tennis Membership, Fees & Waitlist

Date: April 6, 2025

Date of Next Review: Winter 2026

Prepared By: General Manager



Tennis Membership & Fees

Membership fees will be approved by the Board of Directors prior to April 30th and billed in May preceding the Tennis Season. To remain an active member, fees must be paid in full by July 1st. Membership fee amounts can be found on the Club's Membership page.

Without arrangements satisfactory to Club Management and/or the Board of Directors, non-payment of fees and any outstanding charges by July 1st will result in suspension of section membership and charging privileges.

Member accounts must be kept in good standing. High Park Club by-laws state:

If a member fails to pay any debt to the Club within 60 days of its due date, the Board may approve the suspension of all credit and playing privileges until the account is brought current or other arrangements have been made to the satisfaction of the General Manager, Treasurer and/or the Board.

The High Park Club Tennis Section does not allow members under the age of 19.

Returning Members

Returning Members do not need to add their names to the waitlist as they are automatically prioritized for renewal for the new season in accordance with the following procedures:

1. Registration for the new season will open on or around March 1st for all Returning Members.
2. Online registration for the new season must be received by the end of day on April 30th to guarantee a returning spot.
3. After April 30th, returning members that have not completed their online membership registration will be considered on a first-come, first-served basis along with all other applicants if any spots exist after waitlist applications have been processed in accordance with the Tennis Waitlist Policy.

4. Membership renewal and club announcements are sent exclusively by email to members at the addresses held on file by the Club. It is the responsibility of members to update their contact information online and/or advise the Club of any changes in their contact information.
5. Existing members may put their membership on hold for up to two seasons, in accordance with the *Leave of Absence Policy*. Returning members that have deferred their membership in accordance with the *Leave of Absence Policy* will be considered for membership before the waitlist is considered.

New Members

New membership is granted:

1. On availability of space and;
2. Upon receipt of an initiation fee and a completed application which is to be submitted to the Club office.
 - a. The applicable initiation fee is the current fee as of the day the applicant is transferred to full membership.

Curling Members Joining the Tennis Section

1. A Curling Member must be a full Adult Member of the club (i.e. they cannot be a Social Member or Friend of High Park) in order to qualify for early access to the Tennis Section and reduced initiation fees.
2. Curling Members are eligible to be placed on the waitlist when they join the Club and are placed in the queue based on the year that they became a full curling member.
3. The initiation fee for Curling Members wishing to join the Tennis Section will be 50% of the regular initiation fee provided the member has been a full Adult Curling Member for at least five (5) years.
4. Curling Members who are placed on the waitlist, but resign their curling membership prior to being admitted into the Tennis Section will maintain their position on the waitlist, but will not qualify for reduced initiation fees.

Tennis Waitlist Policy

Prospective members of the High Park Club Tennis Section may join the Tennis Waitlist by registering online.

General Policies

1. The Club Office (i.e. the General Manager and/or Manager, Operations and Administration) is responsible for maintaining the Tennis Waitlist.

2. The waitlist is for adult membership only (i.e. 19 years old and older on May 1st of the current season). Youth members are not permitted to join the Tennis Section or the Tennis Waitlist unless they turn 19 by May 1st of the current season.
3. Each adult who wishes to join needs to be listed individually on the waitlist, regardless of whether the applicants are members of the same family.
 - a. High Park Club does not have Family Memberships.
4. By submitting their information, each applicant agrees to be placed on the waitlist and to the Waitlist Policy.
5. The HPC Tennis Section has a maximum membership of 100 people, including members who have deferred their membership per the Club's *Leave of Absence Policy*. Priority for registration in each season is given to renewing members from the previous season and Leave of Absence Members.
6. Applicants will be contacted once a membership spot opens up in accordance with the Waitlist Policy.
7. Prospective members should expect to be on the waitlist for at least five (5) years before being admitted into the Tennis Section. Club Management and the Board of Directors reserve the right to close the waitlist to new applicants at any time.

Waitlist Criteria & Placement

1. **Access to the Tennis Waitlist is by referral only.** Prospective members must have at least two (2) referrals to access the waitlist.
2. Referrals must be made by current club members. Referrals should be made in writing to the club office at the time of application.
3. Applicants are placed on the waitlist in the order that they apply.
 - a. Curling Members are placed in the queue based on the September 1st of the year they became a full curling member.
4. The Club will not consider any of the following in order to advance an applicant's place in the queue:
 - a. Proximity of the applicant's home or workplace to the club;
 - b. Tennis skill level, player rating, or former or current ranking;
 - c. Coaching experience;
 - d. Business interests (e.g. partnership opportunities or sponsorships);
 - e. Experience with or interest in grass courts.

Waitlist Fees

1. Applicants are subject to a one-time, non-refundable Waitlist Fee of \$500 plus applicable taxes.
 - a. Waitlist Fees paid shall be credited to the member's initiation fee upon entry into the Tennis Section.

2. **The Waitlist Fee is non-refundable** and will not be returned to the applicant if they choose to remove their name from the waitlist.

Admission of New Tennis Members

1. Returning members are given the option to renew their membership each season in accordance with the Returning Member Policy (see above), before applicants on the waitlist are invited to join.
2. Starting May 1st of each year, applicants who are on the waitlist will be invited for membership to the Tennis Section in the order in which they applied and according to the remaining number of membership spots, if any, after returning members have been processed as of the end of the day on April 30th.
3. Invitations to new members will be sent out individually or in batches to maintain applicants' priority on the waitlist. If the invited applicant has not completed the online HPC registration for the new season by the date indicated in the invitation (typically 5 business days), the applicant will be removed from the waitlist and will need to re-register on the waitlist if they become interested in the club again.
4. All waitlist communications and membership invitations are sent exclusively by email to the address specified in the applicant's registration. It is the responsibility of applicants to update their contact information online and/or advise the club of any changes in their contact email address.

Tennis Leave of Absence Policy

1. Returning members may put their membership on hold for up to two consecutive seasons (i.e. Leave of Absence Membership) and hold their spot in the Tennis Section without having to join the Waitlist.
2. In order to retain Tennis Section returning status, Leave of Absence Members are responsible for paying the current season's House or Base Fee and Capital Levy.
3. Leave of Absence Members do not have playing privileges as Members, but are able to play as Guests under the current season's Tennis Rules and are subject to the current Guest Fees.
4. Members who have suspended their membership but have NOT renewed as a Leave of Absence Member shall resign their membership and will be placed on the waitlist should they choose to return in a subsequent season.
5. Should a member experience a mid-season injury that prevents them from playing for the remainder of the season, they can request a partial refund for their fees, per the Club's Refund Policy.
6. Tennis members who take a leave of absence greater than four (4) consecutive seasons shall be required to pay the initiation fee again.