## APL Gun Club Non-Employee Membership Policy

Per APL Club policy, only 20% of club membership may be non-employees.

The current year starting allowance for non-employees shall be equal to 20% of the previous year's employee member total. If during the current year, employee membership increases, so too will the non-employee allowance.

Non-employees must be sponsored by an employee who is a club member. Employees may sponsor only one non-employee. APL retirees are exempt from the sponsor requirement but still count as a non-employee. Non-employees may not sponsor other non-employees.

Non-employees must be at least 18 years old.

If the non-employee allowance has been filled, then a non-employee wait list will be created. When a new space has been allotted, because the employee membership has increased, a name will be taken from the wait list. It will be first come first serve except priority will be given to retirees and immediate family of employees.

Non-employee members, whose sponsor leaves the club for any reason mid-year, may continue to be a member until the end of the year. They will need a new sponsor the following year.

Non-employee members may renew their membership the following year (if they meet the sponsor requirement or retiree exemption). January 31<sup>st</sup> of each year is the deadline for membership renewal. If a non-employee fails to renew by the deadline, their spot on the non-employee list may be given to another non-employee.

In the event that membership declines, the following year's starting allowance for nonemployees will also be reduced. In this case, non-employee renewal will be first come first serve from the current non-employee list, up until the January 31 renewal deadline discussed above.

The APL Gun Club Treasurer, with support from the APL Gun Club Secretary, will maintain the membership list for employees, non-employees, sponsor associations, and the wait list.

Non-Employee Wait List Priority:

- 1) Retirees
- 2) Immediate family (Spouse, children, parents, siblings)
- 3) Previous club members who failed to renew by the January 31 deadline
- 4) New extended family and friends