

## Richmond Golf Club Leave of Absence Policy

The following are guidelines to follow when considering requests from members. In each case, the Board will take into consideration the circumstances involved and will use its discretion in terms of these guidelines.

- The Board may grant any member a “Leave of Absence” for any period which it considers in its discretion to be reasonable in the circumstances.
- Leave of absence must be requested in advance in writing.
- To be eligible, the member must have continuous golf membership in the same and/or greater category for a minimum period of five (5) years.
- In general, leave of absence will be granted on medical grounds and temporary employment relocation for a period of not less than six (6) months.
- After a period of three (3) months has elapsed on a leave of absence, the member will qualify for a fee credit which will be applied to the next membership year. The maximum fee credit for any period of leave of absence is six (6) months
- If the member is able to return to golf sooner than the period granted, the member can be reinstated by contacting the club. The fee credit will not apply to absences of less than three months.

Date: May 2013

Next Review Date: May 2015



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