



## MEMBER SPONSORSHIP AUTHORIZATION

Guests of Social Members, staying in homes and not renting through the Club, must be sponsored by the homeowner.  
Social members may not sponsor unaccompanied guests for day use.

### I. I would like to sponsor the following person(s) for guest privileges at the Club.\*

Primary Guest Name: \_\_\_\_\_ Primary Guest Email Address: \_\_\_\_\_

My relationship with guest is:  Friend  Business Associate  Relative (include relationship) \_\_\_\_\_  
 No Relationship\*\*  Other (please specify) \_\_\_\_\_

Spouse Name: \_\_\_\_\_

Guest Home Address: \_\_\_\_\_

Guest Cell Phone #: \_\_\_\_\_ Arrival Date: \_\_\_\_\_ Departure Date: \_\_\_\_\_  
(mm/dd/yyyy) (mm/dd/yyyy)

My Guest will call to make his/her Lodging Reservation:  Yes  No

Guest will be staying in The Inn, Club-managed Dock or Vacation Rental:  Yes (If yes, please skip to Section II)  No

My guest will be staying at:  Marina  A home or dock I own  A property not owned by me

This property has an Equity Membership assigned?  Yes  Active  Inactive  No  
(Only properties with an equity membership attached can reserve guest cards)

Please identify address: \_\_\_\_\_ Phone # for address: \_\_\_\_\_

My guest will be a:  Non-Paying Guest  Renter\*

Renting through a Realtor?  Yes  No Realtor: \_\_\_\_\_ Office: \_\_\_\_\_ Phone #: \_\_\_\_\_

### II. Please list any additional persons or children staying in this property or vessel:

Name (First, Last)	Date of Birth	Property/Vessel	Arrival Date (if different than dates listed above)	Departure Date
1. _____	_____	_____	_____	_____
2. _____	_____	_____	_____	_____
3. _____	_____	_____	_____	_____
4. _____	_____	_____	_____	_____
5. _____	_____	_____	_____	_____
6. _____	_____	_____	_____	_____

### III. I would like charges to be billed as follows:

Please bill my account for all charges. (Equity members who pay for all charges do not incur guest card processing fees.)

My guest will provide a credit card at check-in for all charges.

*(Including the \$5.00 Guest Card Processing Fee per guest account for guests of equity members or the \$25.00 one-time charge for guests of social members.)*

Please bill my account for the guest card fees (as above) and bill my guest for all other charges.

**IV. I certify that I do , do not\*\*  personally know this person and am willing to sponsor him/her for this visit. I will be responsible for his/her conduct and I do unconditionally guarantee all charges for any purchases, damage or fees caused or incurred by my sponsored guest, unless charged by my guest on a credit card acceptable to the club.**

Member's Name: \_\_\_\_\_ Phone #: \_\_\_\_\_ Member #: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Membership Type:  Equity  Social  Legacy

*The digital, electronic or typed signature in the space above indicates that information provided is accurate and signor has accepted the terms and conditions of this agreement.*

\*As stated in the Clubs Rules and Regulations: No person, other than a house guest, or child of a Club member, as set forth herein in the sections entitled "Guest" and "Children", shall be permitted to visit the Club more than two times in any five year period, with each visit to be limited to a maximum of 14 days, without becoming a member of the Club. This shall be known as the "two visit rule".

\*\* Requires the completion of an additional Sponsorship Request Form to be completed by your guest.

When possible, please submit your request 72 hours in advance to prevent any processing inconveniences for you or your guests.

Please e-mail this form to [reservations@oceanreef.com](mailto:reservations@oceanreef.com) or return to the Front Desk