

## MEMBER SPONSORSHIP AUTHORIZATION

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.*  
 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.

### Social and Legacy Members:

- Social and Legacy members MUST accompany guests for day use or overnight accommodations, limit of 6 day guests including lineal family.
- Guests of Social and Legacy Members, staying in homes and not renting through the Club, must be sponsored by the homeowner.

Please indicate where you and your guests will be staying:

Marina  The Inn  Vacation Rental  Private Home (Address): \_\_\_\_\_

Arrival Date: \_\_\_\_\_ Departure Date (for you and your guests): \_\_\_\_\_

### Equity Members Only:

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

My Guest would like a tour and Membership information:  Yes  No

Guest will be staying in The Inn, Club-managed Dock or Vacation Rental:  Yes (If yes, please skip to Section)  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\*

Will you be residing with your guest during their visit:  Yes  No

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

### 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: \_\_\_\_\_ Spouse Email Address: \_\_\_\_\_

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

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

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

Name (First, Last)	Date of Birth	Property/Vessel	Arrival Date	Departure Date
1. _____	_____	_____	_____	_____
2. _____	_____	_____	_____	_____
3. _____	_____	_____	_____	_____
4. _____	_____	_____	_____	_____

### 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.

\*Guests can visit twice in a five-year period, up to 14 days each visit, other than a house guest of an Equity Member. See the Club Rules Regulations on [www.oceanreef.com/rules](http://www.oceanreef.com/rules) for full explanation.

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

**E-mail this form to [reservations@oceanreef.com](mailto:reservations@oceanreef.com) or return to the Front Desk, 72 hours in advance of your arrival**

305-367-2611 • [www.OceanReef.com](http://www.OceanReef.com) • 201 Ocean Reef Drive • Key Largo, Florida 33037