



CORPORATE NOMINEE

MEMBERSHIP APPLICATION REQUIREMENTS

A corporate nominee must be a Director or bonafide employee with executive status of the company

1. **MEMBERSHIP APPLICATION FORM** with complete and accurate information must be:
 - a. in original Membership Application Form;
 - b. typewritten or legibly handwritten and
 - c. signed by the applicant and spouse.

Note: Attached 2x2 photo in the application form must be taken within the last six (6) months
2. **ENDORSEMENT LETTER** signed by **three (3)** active Club members, one (1) as proposer and two (2) endorsers.
3. **CORPORATE SECRETARY'S CERTIFICATE:**
 - a. Indicating the playing representative(s) of the company;
 - b. Indicating the nominee to be replaced; and
 - c. Stating the company's ultimate and sole responsibility for whatever balances the assignee(s) may have with the club.
4. **Original Certificate of employment** and photocopy of **company ID**.
5. Company Profile, SEC Certificate of Registration and Articles of Incorporation and Business Permit (Applicable for Corporate Members with incomplete Membership Records.)
6. **IDENTIFICATION:**
 - a. For locals: Any valid Government issued ID: PRC / SSS or GSIS/ Unified Multi-Purpose ID (UMID) and photocopy of passport
 - b. For foreigners: original (for presentation) and photocopy of passport and with either of the following:
 - i. If employed - **Alien Employment Permit**
 - ii. If retired - Philippine Retirement Authority (PRA) card or Special Resident Retiree's Visa (SRRV)
7. **DEPENDENTS:** If the spouse, unmarried child(ren) below 29 years old and grandchild(ren) below 17 years old shall be declared as dependents (with 2x2 colored photos taken within the last six (6) months):
 - a. Photocopy (with original copy presented) of Marriage contract
 - b. Photocopy of spouse's passport
 - c. Child(ren)'s Birth Certificate(s) or duly authenticated family/household registry
 - d. Grandchild(ren)'s Birth Certificate(s)

Should the applicant choose not to declare his/her dependents, please provide a **Letter of Non-Declaration**.
8. **MEMBERSHIP CARDS** of the previous assignees including dependents (optional).
9. Certificate of Clearance of Account from the Accounting Department of The Orchard (please call Billing Section at Tel. No. (02) 8982-2000 or (046) 416-5931 ext. 2511 or 2512).

Only applications with complete requirements shall be processed. After the pre-screening and verification of membership application details, the applicant shall be advised of the interview schedule with Club Management/Membership Committee via phone, e-mail or SMS.

FEES & OTHER REQUIREMENTS UPON APPROVAL OF TEMPORARY MEMBERSHIP

Processing Fee	Php	50,000.00
One (1) quarter advance dues (Php5,500.00/month)		<u>16,500.00</u>
TOTAL	Php	<u>66,500.00</u>

The above is payable to "The Orchard Golf & Country Club". Payments should be in cash or check only. PERMANENT membership is subject to the final approval of the Club's Board of Directors.

The Orchard Golf & Country Club
Aguinaldo Highway Dasmariñas City, Cavite
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Email: membership@theorchardgolf.com/mbrorchard@gmail.com