



NAME

MEMBERSHIP APPLICATION

SUMMARY OF REQUIREMENTS

Please ensure that the following documents/ items are submitted with the application: -

ITEM DESCRIPTION	COPIES	YES	NO
1. Curriculum Vitae For Joint Membership , the spouses to each provide their individual CV)	1		
2. Academic Certificates For Joint Membership , the spouses to each provide their copies of academic Certificates)	1		
3. Passport Size Photograph For Joint Membership , the spouses to each provide 2 copies)	2		
4. Copy of National ID/Passport For Joint Membership , the spouses to each provide a copy)	1		
5. Signed Proposer’s Form of Recommendation For Joint Membership , the proposer must introduce both spouses)	1		
6. Signed Membership Application Form For Joint Membership , the spouses to each fill individual Membership application Form)	1		
7. Introduction Letter by Proposer For Joint Membership , the proposer must introduce both spouses)	1		
8. Non- Refundable Application Fee Single Ksh 20,000 and Joint Ksh 40,000 (Payment by Cheque to: MUTHAIGA GOLF CLUB			

OFFICIAL USE

(a) Proposer/Secunder membership 3 years			
(b) Clear membership account balance over 90 days			
(c) No. of candidates introduced by proposer in the year			
(d) No. of candidates introduced by seconder in the year			
(e) All documents in 1 to 7 above have been submitted			

Remarks

General Manager.....

Date.....



INTRODUCTION LETTER
(For *Sample purposes only*)

Proposers Name:
Address:
Location:
Email:

To The General Manager
Muthaiga Golf Club
P.O BOX 41561-00100
Nairobi, Kenya

**Re: Recommendation of Mr/Ms.....for Full membership at
Muthaiga Golf Club**

Yours Sincerely,

Sign:
Proposers Name:
Member No:



PROPOSER'S FORM OF RECOMMENDATION

MUTHAIGA GOLF CLUB

STRICTLY CONFIDENTIAL

DATE.....

THE GENERAL MANAGER
THE MUTHAIGA GOLF CLUB
P O BOX 41651
NAIROBI.

DEAR SIR/ MADAM,

I..... MEMBERSHIP
NO.....
BEING A FULL MEMBER OF THIS CLUB SINCE.....WISH TO
PROPOSE FOR MEMBERSHIP (STATE MR /
MRS).....

.....
GIVE ANY STATEMENT THAT YOU THINK WILL BE IN SUPPORT OF THE CANDIDATE AND
ANY ADDITIONAL INFORMATION WHICH HE/SHE CONSIDERS MAY ASSIST THE
MEMBERSHIP COMMITTEE. FOR EXAMPLE, (HOW THE PROPOSER KNOWS THE APPLICANT,
AND CAN THE PROPOSER VOUCH FOR THE APPLICANT'S CHARACTER, INTEGRITY, AND
HIS/HER/ STANDING.)

.....
I, THE PROPOSER, HEREBY UNDERTAKE TO BE HELD RESPONSIBLE FOR ANY LIABILITIES
INCURRED BY THE CANDIDATE(S) PRIOR TO THE ELECTION AND FOR A PERIOD OF ONE
YEAR FOLLOWING SUCH CANDIDATE'S ELECTION (Bye-law 4.4). I HAVE INTRODUCED
.....NEW MEMBER(S) THIS CALENDER YEAR.

YOURS FAITHFULLY,

.....
PROPOSER'S EMAIL.....MOBILE NO.....

CANDIDATE SECONDED BY.....MEMBERSHIP NO.
.....

SECONDER'S EMAIL:..... SECONDER'S MOBILE NO.....

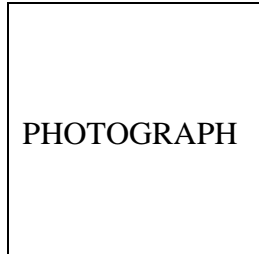
FULL MEMBER SINCE.....SIGNATURE OF SECONDER.....

I, THE SECONDER, HEREBY UNDERTAKE TO BE HELD RESPONSIBLE FOR ANY LIABILITIES
INCURRED BY THE CANDIDATE(S) PRIOR TO THE ELECTION AND FOR A PERIOD OF ONE
YEAR FOLLOWING SUCH CANDIDATE'S ELECTION (Bye-law 4.4). I HAVE INTRODUCED
.....NEW MEMBER(S) THIS CALENDER YEAR.



MUTHAIGA GOLF CLUB

MEMBERSHIP APPLICATION FORM



PERSONAL INFORMATION:

1. APPLICANT DETAILS:

Surname: _____ Other Names: _____

Previous names (if any) by which you have been known: _____

Nationality (By birth or naturalization): _____ ID/Passport: _____

Occupation: _____

Date of Birth: _____ Marital Status: (Married/Single/Other): _____

Permanent Residence: _____ Current Residence: _____

Permanent Address: _____ Postal Code _____ Town _____

E-mail Address: _____ Mobile No _____

2. FAMILY:

SPOUSE/PARTNER DETAILS:

Surname: _____ Other Names: _____

Previous names (if any) by which you have been known: _____

Nationality (By birth or naturalization): _____ ID/Passport: _____

Occupation: _____

Date of Birth: _____

Permanent Residence: _____ Current Residence: _____

Permanent Address: _____ Postal Code _____ Town _____

E-mail Address: _____ Mobile No. _____



CHILDREN DETAILS:

NAME	SEX	Date of Birth	What is the child currently doing?

3. OTHER REQUIREMENTS: Kindly provide us with your detailed CV and copies of testimonials

4. Kindly respond to the following questions:

- i) Do you require Single or Joint Membership
- ii) Do you require Full Membership with OR without golf?

iii) If with golf, please state your current handicap

iv) Are you currently a member of other Clubs? _____ If yes which ones?

v) Have you ever been dismissed from any office or employment, been subject to disciplinary proceedings by your employer or barred from an entity of any profession or occupation? If so, give particulars.

vi) Have you at any time been convicted of any criminal offence in any jurisdiction? If so, give particulars of the court in which you were convicted, the offence, the penalty imposed and date of conviction.

vii) Have you ever been declared bankrupt by a court of law in the country or elsewhere? If so, give particulars.



REFEREES:

Indicate the names, addresses, telephone numbers and e-mail addresses of three people, other than your proposer, who would be able to provide a reference on your personal and professional integrity. The referees must not be related to you, and should have known you for at least 5 years.

Name of referee	Office phone number	Mobile number	E-mail Address

Is there any additional information which you consider relevant for the success of this application for membership?

NB: The information given in response to this questionnaire is confidential and is for the purposes of this application only.

DECLARATION:

I (we) am (are) aware that knowingly and recklessly providing false or misleading information in connection to this membership application may lead to the rejection of my (our) application. I/we am (are) also aware that the omission of material facts in this application may represent the provision of misleading information.

I/we certify that the information I/we have given above is complete and accurate to the best of my (our) knowledge, and confirm that I/we desire to become (a) member(s) of Muthaiga Golf Club and hereby agree to become (a) member(s) of the said Club and to be bound by its Memorandum and Articles of Association and Bye-laws. I (we) fully understand the fees, subscriptions and financial obligations of membership and hereby undertake and promise to meet all such financial obligations promptly.

Name of applicant: _____

Signed: _____

Date: _____



MEMBERSHIP APPLICATION PROCEDURE – FULL MEMBERSHIP

1. One needs to be proposed for membership by a current member of Muthaiga Golf Club and he/she must have held such membership for more than three years. The account of the member must also be “settled” (i.e.) without any overdue arrears.
2. The proposer, on writing an introduction letter to the General Manager, shall be provided with a “Proposer’s Form” which should be signed by the proposer and seconder and returned to the General Manager.
3. The General Manager shall on receipt of the Proposer’s Form (dully filled) send out an application form to the proposer but this form should be filled by the applicant. Once fully filled the form should be returned to General Manager with a **Kshs 20,000** (Application fee) payment for single Full Membership and **Ksh 40,000** for Joint Full Membership application.
Once the form is received the applicant shall be invited to meet the membership committee accompanied by proposer and thereafter name of the applicant shall be posted on the notice board for a minimum of 30 days. Upon finishing the 30 days on the notice board the proposer is called to introduce the applicant to the Board of Directors after which one is balloted to become a full member of the Club.
4. A Junior Membership shall be accepted to convert to Full Membership upon attainment of age 25years after having been proposed by the parent as the proposer and will then duly fill the full membership application forms.
5. Upon election as a New Member the applicant shall be required to pay: -

1. Full Member

a) Single Full Member with Golf

Entrance Fees KShs 980,000
Chit Deposit Kshs 20,000

Total Kshs. 1,000,000

Annual Subscription Kshs. 60,000

b) Joint Full Member with Golf

Entrance Fees KShs 1,260,000
Chit Deposit Ksh 40,000

Total Kshs. 1,340,000

Annual Subscription Kshs. 99,000

This amount is paid within 30 days upon election as a member.

❖ Spouse Member Introduction (Of existing Member)

Entrance fees	Kshs. 280,000
Chit deposit	20,000
Total	300,000



2. Expatriate Membership

a) Single Expatriate Membership

Entrance Fees	- Kshs 180,000
Chit Deposit	- Kshs 60,000
Subscription	- Kshs 40,000

Total **KShs 280,000**

b) Joint Expatriate Membership

Entrance Fees	- Kshs 360,000
Chit Deposit	- Kshs 120,000
Subscription	- Kshs 80,000

Total **KShs 560,000**

Junior Membership Conversion to Full Member

On acceptance from Junior Member to Full Member, the fees shall be as follows:

Over 5 years Junior Membership	25% of Full Member Fees
Over 3 years Junior Membership	50% of Full Member Fees
Less than 3 years Junior Membership	75% of Full Member Fees

Mr. Michael Krop
General Manager