

Elmhurst Club

Membership Application Procedure

As the **prime sponsor** for a prospective member of Elmhurst Club, you are responsible for the application materials being in the hands of the club secretary. This includes:

1. having the applicant secure one other sponsor (**co-sponsor**) who is not a member of the prime sponsor's immediate family
2. having the applicant fill out the "Application for Membership"
3. having the "Application for Membership" signed by yourself and the co-sponsor
4. writing a letter of recommendation for the applicant
5. having the co-sponsor write a letter of recommendation for the applicant
6. **mailing (do not hand deliver)** all three items in one envelope to the secretary, Mrs. Jennifer Budinger, at 100 North Wade Avenue; Washington, PA 15301

The applicant will be placed on the waiting list according to the postmark date on the envelope containing all three items.

Once all materials are received by the secretary, the applicant will receive an acknowledgement. If the acknowledgement is not received within a reasonable length of time after application is made, the secretary should be contacted.

Elmhurst Club - Application for Membership

Name (head of household): _____

Spouse's Name: _____

Address: _____
(street) (city, state, zip code)

Telephone Numbers: _____
(home) (work/cell/emergency)

E-mail address: _____ *(please print legibly)*

Preferred method to contact me: *(please circle one)* e-mail cell phone home phone

Children (full names): _____ (birth date)
_____ (birth date)
_____ (birth date)

Occupation (husband/father): _____

Occupation (wife/mother): _____

Prime Sponsor:

(signature)

(print name)

(address)

(telephone number)

Co-Sponsor:

(signature)

(print name)

(address)

(telephone number)

This completed and signed application must be mailed, along with letters of recommendation, to the secretary: Mrs. Jennifer Budinger; 100 North Wade Avenue; Washington, PA 15301.

Once all materials are received by the secretary, the applicant will receive an acknowledgement. If the acknowledgement is not received within a reasonable length of time after application is made, the secretary should be contacted.

Date mailed to prime sponsor: _____ Postmark date on return: _____