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May 8, 2007

Dear Club Commodore & Sailing School Director,

In December 2006 we sent you information regarding our new Training Membership and how we provide awards such as seals & certificates for students progressing through your LTS program. Since that time some changes have taken place which for this season will allow us to offer an Ontario Sailing Training Membership to every sailor you train in your program.

This change is forced upon us by our need to capture students as members instead of the a-la-carte registrant that we now capture in our statistics. **This change is absolutely critical for us to maximize funding by The Province of Ontario** and to reduce operating expenses at Ontario Sailing.

We need your help and support through this transition. Our goal is to make this as revenue neutral as possible without putting any onerous work on the part of your head instructor, bookkeeper or volunteers.

This plan is subject to a transition program to use up your old stock of seals and certificates. Starting spring 2007 you will no longer pay for certificates and seals. Replacing this cost will be a one-time fee to Ontario Sailing of \$5.00 (+ shipping) per individual student per year. If you have in stock seals and certificates the registration fee will only be \$2.50.

- Certificates will be ordered directly from Ontario Sailing and you will no longer pay per certificate but will still pay for shipping. The club/school will still present the certificates to the students based on your award schedule.
- The school will submit a spreadsheet (provided by Ontario Sailing) of names of each student who completed a level along with their contact information, the level(s) they completed this year and the instructor's name and number.
- Ontario Sailing will mail directly to each student an Ontario Sailing membership card (**will not give people the right to race**), their corresponding seal to affix to their certificate and a letter welcoming them into our membership.
- For each name submitted the club/school will be charged \$5.00. If your club/school has seals in stock you will need to indicate which specific student those seals were given to. For each of these students the club will only be charged \$2.50.
 - If you have a student who you know is registered for more than one level in the same summer we would suggest waiting to submit their name until



- they have completed their highest level. Otherwise, you will be charged \$5.00 for each time their name is submitted.

What we need you to do NOW is:

- 1) Delete the cost of certificates & seals from your budget
- 2) Replace it with a \$5.00 (+ shipping) membership fee to Ontario Sailing per individual per season
- 3) Fill in the attached note listing your inventory of seals and certificates (if you have not done so already)
- 4) Add the following disclosure on your registration forms for next season (electronic copy from Shauna info@ontariosailing.ca).

- “I agree that core contact information will be shared with Ontario Sailing and the Canadian Yachting Association (CYA) and Governments that require statistical information for funding purposes. Our club/school, Ontario Sailing or CYA will not sell, lease, rent or use this contact information for any commercial purposes, other than Ontario Sailing may send (on behalf of a potential sponsor) promotional information.”

Ontario Sailing will be working hard to keep new sailors informed about our wonderful sport through an email newsletter and an up to date website. We will be working hard to offer more perks of membership to not only our new Training Membership but also Club Membership members. Presently we have signed on with Bell Mobility to offer significant savings for new Cell Phone accounts and other services such as internet service on your boat. As other services are offered we will be communicating them via our newsletter and on the website.

Please be aware that this process does not replace the traditional Club Membership system (presently set at \$20.00 per member per year) as this system gives the right to race to members and includes a \$10.00 fee that is sent to CYA on the member's behalf. This fee does not include the Membership fee that is payable if you are a Member School or Club.

If you have any comments, questions or concerns please contact Glenn at ext 224 or execdir@OntarioSailing.ca

Thank you for your support for this important transition.

Sincerely



Glenn Lethbridge
Executive Director



Todd Irving
President
President@OntarioSailing.ca