

**UNITED STATES PONY CLUBS
POLICY STATEMENT**

SUBJECT: Transferring Members
POLICY NO: 1004

EFFECTIVE DATE: 5/18/07
REVISED DATE: 10/29/16

I. PHILOSOPHY:

In order to bring clarity to the process of how a Member transfers membership from one Registered Club or Riding Center Program to another, the Board of Governors recognizes that a policy on transferring membership is necessary.

II. POLICY STATEMENT:

The policy of the Board of Governors is that Members may transfer membership from one Registered Club or Riding Center Program to another.

III. AMPLIFYING INSTRUCTIONS AND GUIDELINES:

- A. USPC is divided into geographic regions with each Registered Club and Riding Center Program being assigned to a Region. It is expected that the Member will belong to a Registered Club or Riding Center Program within the region they resides. There may be circumstances in which Members might consider transferring membership to another Registered Club or Riding Center Program. These circumstances may include, but are not limited to change in permanent address, geography, or school residency.
- B. Members may transfer from one Club or Riding Center to another within USPC provided:
1. The Member's dues are paid and the membership has been accepted by the DC or CA in the former club or riding center.
 2. The new Club District Commissioner (DC) or Center Administrator (CA) approves the Member joining the Club or Riding Center.

3. The former DC or CA gives approval for the transfer, taking into consideration that all dues, fees and debts have been paid to the-Club or Riding Center.
4. In situations in which both Club(s) and/or Riding Center(s) are in the same Region, the transfer of membership must have the permission of both District Commissioner(s) (DCs) or Center Administrator(s) and the recognition of the Regional Supervisor (RS).
5. In situations in which the Club(s) and/or Riding Center(s) are in two different Regions, a participant's membership transfer must receive the permission of both DC(s) and/or CA(s) and the recognition of the two RSs.

IV. DELEGATION OF AUTHORITY:

- A. The DC, CA and RS shall have the responsibility for this policy.
- B. The Vice President of Regional Administration shall have oversight of this policy.

V. ENACTMENT:



Established: _____ Date: 5/21/11

Board President