NEW MEMBER INDUCTION

 (EXAMPLE ONLY)

|  |  |
| --- | --- |
| New Member: | Date Joined: |
|  |
| Interests: |
|  |
| Goals: |
|  |
| Availability: |
|  |
| Past sport history: |

CHECKLIST

|  |  |  |
| --- | --- | --- |
|  | **Date Completed** | **Person Responsible** |
|  |  |  |
| Orientation session given |  |  |
|  |  |  |
| Introduction to other members made |  |  |
|  |  |  |
| Membership form completed |  |  |
|  |  |  |
| Payment method confirmed |  |  |
|  |  |  |
| Welcome pack provided |  |  |
|  |  |  |
| Beginner programmes offered |  |  |
|  |  |  |
| Starting schedule created |  |  |
|  |  |  |
| Personal communication made |  |  |
|  |  |  |
| Invitation to social events |  |  |
|  |  |  |
| Attendance at club activities |  |  |