

CITY OF WHITEWATER POLICY		TITLE: WAFC Family Membership Policy
POLICY SOURCE: Parks and Recreation Department	Parks and Recreation Board Approval Date: 3/19/2025	TEXT NAME: G:\Park & Rec\General Information\Policy\WAFC Family Membership Policy

I. PURPOSE

The purpose of this policy is to establish standard procedures for defining and verifying family memberships at the Whitewater Aquatic & Fitness Center (WAFC) to ensure consistency, fairness, and proper eligibility verification.

II. AUTHORIZATION

The administration and enforcement of this policy shall be the function of the Whitewater Parks and Recreation Department. WAFC staff will ensure compliance with the membership guideline.

All membership applications and changes must adhere to the requirements stated in this policy. Any disputes regarding membership eligibility or verification shall be handled by WAFC management.

III. DEFINITION OF FAMILY MEMBERSHIP

A **Family Membership** is available to individuals residing at the same address who are related by blood, marriage, legal guardianship, or a committed domestic partnership. Membership includes:

- Up to two (2) adults living in the same household.
- Any adult(s) and their legal dependents under the age of 24 who **reside** in the household, with a maximum of 10 members per membership.
- All household members over the age of 18 must provide proof of residency to be included in the membership.
- Acceptable proof of residency includes a utility bill, lease agreement, or official document displaying the individual’s name and the same address as the account holder.

IV. MEMBERSHIP REGISTRATION & VERIFICATION

To ensure accurate membership records, the following procedures apply:

A. Adding Family Members

- Individuals over the age of 16 must be present to be added to an account.
- Proof of residency is required for members 18 and older.

B. Membership Photos & Cards

- A photo must be taken for each household member over the age of 13 when they are added to the account.
- Membership cards will not be issued to anyone who is not physically present at the counter at the time of registration.

V. MEMBERSHIP CHANGES & UPDATES

Any additions to a family membership must follow the verification process outlined above.

Members must notify WAFC staff of address or membership composition changes to maintain accurate records.

VI. ENFORCEMENT & COMPLIANCE

WAFC management reserves the right to request additional proof of residency if concerns arise.

Any misrepresentation may result in membership revocation of membership privileges without a refund.

VII. APPROVAL & REVIEW

This policy is subject to review and modification by the City of Whitewater Parks and Recreation Board to ensure alignment with operational needs and community standards.