



UNITED STATES MARINE CORPS
MARINE CORPS AIR STATION
BOX 99100
YUMA, ARIZONA 85369-9100

StaO 1746.7L
3BH

26 SEP 2000

STATION ORDER 1746.7L

From: Commanding Officer
To: Distribution List

Subj: CONSTITUTION AND BYLAWS FOR THE SONORAN PUEBLO, MARINE
CORPS AIR STATION, YUMA ARIZONA

Ref: (a) MCO P1700.27A

Encl: (1) Constitution
(2) Bylaws
(3) Advisory Group Appointing Letter
(4) Sample of Advisory Board Meeting Minutes
(5) In House Charge Card Agreement

1. Purpose. Promulgation of new order due to consolidation of cancelled orders.
2. Cancellation. Station Orders 1746.7K, 1746.11C and 1746.12E
3. Action. The operations of the Sonoran Pueblo Advisory Boards shall conform to the Constitution and Bylaws contained in enclosures (1) and (2). Enclosures (3), (4) and (5) shall be used in compliance with this order.
4. Concurrence. The Commanding Officers of MAG-13, MAWTS-1, MACS-1, MWSS-371, VMFT 401 and Officers in Charge, CSSD-16, Medical and Dental concur in and make this directive applicable to their respective commands.


MARK E. CONDRA

DISTRIBUTION: B

Copies to: 3BH (5)

CONSTITUTION

ARTICLE I - NAME

This activity shall be known as the Sonoran Pueblo Consolidated Club, a branch of the Business Operations Division, Marine Corps Community Services Department (MCCS), Marine Corps Air Station (MCAS), Yuma, Arizona.

ARTICLE II - PURPOSE

The purpose of the Sonoran Pueblo is to provide facilities for social and dining activities and refreshments for authorized patrons and their bonafide guests.

ARTICLE III - MEMBERSHIP

Section 1. The Sonoran Pueblo shall offer the following categories of membership. Personnel listed below are in priority sequence.

a. Regular membership. Regular membership is comprised of those patrons who are entitled to all the privileges of the Sonoran Pueblo. Regular membership is open to the following:

(1) Officers, SNCOs and Enlisted (E-1 thru E-5) Marines on active duty and assigned to MCAS Yuma, Arizona; or tenant units at MCAS Yuma Arizona.

(2) Active Duty military members of all other branches of the Armed Forces of the United States assigned to or supported by MCAS, Yuma, Arizona.

b. Associated membership. Associate membership is comprised of those patrons who have all the privileges of regular membership and the right to be appointed as a Advisory Board member, without voting privileges. Associate membership status in the Sonoran Pueblo will be extended automatically to those personnel listed below unless specifically prohibited for: (1) lack of sufficient space in the facility or (2) any other justifiable cause as determined by the Station Commanding Officer.

(1) Active duty military members of the Armed Forces of the United States on temporary duty, in transit, or unattached/unassigned to MCAS, Yuma, Arizona.

ENCLOSURE (1)

(2) Adult family members of active duty military personnel entitled to regular membership, if the sponsor is:

(a) Stationed for duty at MCAS Yuma, Arizona.

(b) Stationed with a military unit apart from the one serving the family members.

(3) Department of Defense and other federal employees of the United States working aboard MCAS, Yuma, Arizona.

(a) Officers

(b) Staff Noncommissioned Officers (SNCO)

(c) Enlisted

(4) Members of the Armed Forces of the United States who are on the retired list and receiving pay.

(5) Recipients of the Medal of Honor, veterans of the Armed Forces of the United States who were honorably discharged with 100% service connected disability, and their spouses/widows/widowers.

(6) Members of the Reserve and National Guard of the United States.

(7) Uniformed personnel of the National Oceanic and Atmospheric Administration and the United States Public Health Service who are on active duty or on the retired list and receiving pay.

(8) Uniformed personnel retired without pay.

(9) United States Naval Academy midshipmen; Cadets of the United States Army, Air Force, and Coast Guard academies; Officer candidates when in an active duty training status; Navy Enlisted Scientific Education Program officer candidates; and NROTC midshipmen only when on active duty during college vocation periods.

(10) Active duty enlisted military personnel of equivalent grade of foreign nations when authorized exchange privileges in the United States or overseas.

ENCLOSURE (1)

(11) Uniformed paid members of the Red Cross assigned to the installation.

c. Honorary membership. This type of membership has the same privileges as associate membership. The Commanding Officer, MCAS, Yuma, Arizona will determine local policy governing honorary membership. Honorary membership is open to the following:

(1) Unmarried spouses of military personnel who died while on active duty or while retired from any of the Armed Forces of the United States. Only applicable if sponsor would have had membership privileges at the Sonoran Pueblo, when alive.

(2) Individuals who have distinguished themselves through direct association with the Marine Corps, as determined by the Commanding Officer. These individuals may include members of Congress, local or state government officials, and leaders of the civilian community.

(3) Personnel eligible for regular or associate membership will not be granted honorary membership.

(4) The Advisory Board will report annually, by name, the personnel afforded honorary membership.

Section 2. Membership in the Sonoran Pueblo, unless otherwise specified, shall be limited to active duty and retired military personnel in the following categories and will be charged as indicated below:

a. Officers dues will be \$8.00 for W-0 to O-3 (company grade), and retirees and \$9.00 for O-4 to O-6 (field grade). Dues paid a year in advance will get two months free (company grade \$80, field grade \$90)

b. SNCO's Preferred Membership Card Program;

(1) The preferred membership card program is strictly voluntary and open to all authorized members of the SNCO's at MCAS Yuma, Arizona.

(2) This program requires the paying of an annual membership fee of \$48.00. This fee may be paid at the rate of

ENCLOSURE (1)

\$4.00 per month or, a lump sum payment of \$40.00 once a year.

(3) The benefits of this membership program shall be listed in the current bylaws of this constitution.

Section 3. Authorized members of the Sonoran Pueblo may invite guests under the following restrictions:

a. A bonafide guest is a person whom a member has specifically invited and for whom the member assumes full responsibility.

b. Members of the Sonoran Pueblo or their family members will not normally be permitted to use club facilities to entertain military personnel who, by virtue of their pay grade, are not eligible for membership. Active duty military spouses who are not eligible for membership in their own right, by virtue of their pay grade, will not be entitled to use the club facilities unless they are accompanied by their spouse and in appropriate civilian attire.

c. The management may limit or prohibit guests on special occasions.

ARTICLE IV - AUTHORITY AND CONTROL

Section 1. This activity is established under the authority of the Commandant of the Marine Corps. It shall be administered in accordance with the provisions of MCO P1700.27A.

Section 2. The Sonoran Pueblo and all its facilities will function under the administrative and technical control of the Director, MCCS, MCAS, Yuma, Arizona; subject to the instructions contained in MCO P1700.27A and any additional regulations issued by competent authority.

Section 3. Matters other than business activities, requiring action by the Commanding Officer will normally be presented via the appropriate Advisory Board in accordance with Article V of this Constitution. In an emergency the manager may submit the matter directly to the Commanding Officer, via the Chairperson of the appropriate Advisory Board and the Director, MCCS, MCAS, Yuma Arizona.

Section 4. The manager shall be responsible to the Director, MCCS, MCAS Yuma, Arizona for the operational management of the Sonoran Pueblo, in accordance with existing rules and regulations as set

ENCLOSURE (1)

forth in all appropriate orders and directives.

ARTICLE V - ADVISORY BOARDS

Section 1. The Sonoran Pueblo Advisory Boards membership shall consist of a Chairperson, and representatives from all tenant commands aboard the air station, and those personnel listed below:

a. Identification of Voting Advisory Board members is as follows:

- (1) Chairperson
- (2) HQHQRON a primary and alternate representative
- (3) MAWTS-1 a primary and alternate representative
- (4) MAG-13 a primary and alternate representative
- (5) MALS-13 a primary and alternate representative
- (6) VMA-211 a primary and alternate representative
- (7) VMA-214 a primary and alternate representative
- (8) VMA-311 a primary and alternate representative
- (9) VMA-513 a primary and alternate representative
- (10) MWSS-371 a primary and alternate representative
- (11) MACS-1 a primary and alternate representative
- (12) VMFT-401 a primary and alternate representative
- (13) CSSD-16 a primary and alternate representative
- (14) MEDICAL a primary and alternate representative
- (15) DENTAL a primary and alternate representative
- (16) RETIREE a primary and alternate representative

b. Advisory Board appointment requirements shall be in

ENCLOSURE (1)

accordance with this Constitution. Appointments to the Advisory Boards should be for at least one year, however six months minimum is acceptable.

c. Advisory Board members shall be assigned in writing, utilizing the format contained in enclosure (3). The members will be designated as either the primary or alternate unit representative. Appointing letters will be submitted to the Director, M CCS, and the Chairperson of the Advisory Board.

d. Ex-Officio (non-voting) Advisory Board members as follows:

- (1) General Manager
- (2) Assistant General Manager
- (3) Operations Manager
- (4) Operations Assistant
- (5) Director/Deputy Director M CCS (as required)
- (6) Representatives of the Officer, Enlisted Spouse Organizations.

Section 2. The Advisory Board shall have the following appointed/elected officers.

a. Chairperson. The Chairperson of the Advisory Boards shall be as follows:

- (1) Officers Station Executive Officer
- (2) SNCOs Station Sergeant Major
- (3) Enlisted As appointed

b. Vice-Chairperson. The Vice-Chairperson will be elected from the members of the Advisory Board. The term of the office will normally be six months.

(1) The Vice-Chairperson will preside over all meetings in the absence of the Chairperson.

ENCLOSURE (1)

(2) In the event a permanent vacancy exists at this position, an election will be held to fill the vacancy.

c. Secretary. The Operations Assistant will act as secretary for the advisory board.

Section 3. The duties of the Advisory Boards will include, but are not limited to, the following:

a. Act only in an advisory capacity to the Commanding Officer, not as a Board engaging in any management or operational duties. In it's advisory role; the authority of the Advisory Board, as a general policy, will extend into all areas except the execution of management.

b. Monitor the overall operation of the facility and make recommendations for improvement to the Commanding Officer.

c. Maintain, through monitoring and annual review, a current constitution and bylaws for approval by the Commanding Officer.

d. Members of the Advisory Board are appointed to represent the Sonoran Pueblo members of their respective units.

(1) To the best of their ability they shall seek suggestions from the members they represent and present them as agenda items at Advisory Board meetings. Agenda items should be a consensus of the members they represent.

(2) By their influence and actions, should seek to create and foster the feeling that the Sonoran Pueblo will try to provide the services and social activities desired by the majority of the membership, subject only to the broad but necessary command limitations.

e. Submit recommendations concerning policies, operations, and programs (necessary for management to carry out the desires of the membership) to the Commanding Officer for appropriate action.

f. Consider budgets concerning cash, the replacement, repair and acquisition of new property, renovation and entertainment programs. Budgets shall be prepared by management; furnished to the Advisory Board for consideration and forwarded to the Commanding Officer, via the standard budgetary process followed for business operations within M CCS.

ENCLOSURE (1)

g. Appoint members of the Advisory Board to the following committees, as required:

- (1) Constitution and Bylaws Committee
- (2) Entertainment
- (3) Budget

(4) Disciplinary Committee: Whenever an allegation of misconduct has been made against a member, an investigation will be conducted by a disciplinary committee. The disciplinary committee shall be comprised of Advisory Board members appointed by the Chairperson of the appropriate Advisory Board. Once the committee has completed it's investigation the results will be voted on by the advisory board and a recommendation will be forwarded to the Station Commanding Officer for a final decision. Recommendations may be one of the following:

- (a) No action required
- (b) 30 day suspension of privileges
- (c) 90 day suspension of privileges
- (d) 180 day suspension of privileges
- (e) Permanent debarment from the club

(5) Other committees as may be deemed necessary from time to time and prescribe the functions and duties thereof.

Section 4. Advisory Board meetings shall normally be held monthly as follows:

- | | |
|-------------|-------------------------|
| a. Officers | First Thursday at 1500 |
| b. SNCOs | Second Thursday at 1500 |
| c. Enlisted | Third Thursday at 1500 |

ENCLOSURE (1)

d. Special meetings will convene on call of the Chairperson or when directed by the Commanding Officer.

e. The Chairperson, or in the Chairperson's absence the Vice-Chairperson, shall preside over all meetings.

f. Business format for regular meetings shall include the following and any action taken thereon shall be included in the minutes:

(1) Roll Call

(2) Reading of the minutes of the previous meeting(s) and the Commanding Officer's endorsement thereon.

(3) Review of the financial statement, to include comparison of actual operations to budget goals, sales, expenses, and profit.

(4) Committee reports (if applicable)

(5) Review of the monthly calendar of events

(6) Old business and recommendations/action taken

(7) New business and recommendations

(8) Adjournment

e. The proceedings of each Advisory Board meeting will be recorded and signed by the Chairperson and the Secretary.

(1) Format for the minutes are contained in enclosure (4).

(2) The Station Commanding Officer will be given the benefit of all viewpoints when receiving the Advisory Groups' recommendation.

(3) Minority and any committee reports will be attached to the minutes as enclosures.

(4) Minutes will be submitted to the Commanding Officer for appropriate action via the Director MCCS.

ENCLOSURE (1)

(5) Advisory Board Members shall receive a copy of the minutes after appropriate action by the Station Commanding Officer.

f. The Chairperson and all primary members of the Advisory Board will be voting members.

(1) A business quorum shall consist of two thirds of the regularly constituted voting membership.

(2) The Chairperson shall vote only when the subject at hand is deadlocked by a tie vote. This also applies to the Vice-Chairperson when acting as Chairperson.

(3) Alternate members will be permitted to vote when attending a meeting for an absent primary member.

(4) If neither the primary or alternate members are present, the unit Executive Officer, Sergeant Major or senior marine present of the unit represented will be authorized to vote on the appropriate advisory board.

(5) A majority vote of the voting members present shall constitute the decision of the Advisory Board on any particular matter, in accordance with MCO P1700.27A.

ARTICLE VI - FINANCES AND ACCOUNTING

Section 1. Use and Cashing of Checks. Checks may be cashed for patrons of the Sonoran Pueblo as follows:

a. Officer and SNCO Preferred Members. A maximum of \$200.00 per day or \$200.00 over the amount of purchase, dependent upon the availability of Club funds.

b. SNCO Regular Members. Amount of purchase only.

c. Enlisted (E-1 thru E-5). Amount of purchase only.

d. Upon receipt of a check returned from a bank for any reason, patrons will be notified by the Director, MCCS and advised to liquidate their indebtedness to the Sonoran Pueblo immediately. A service charge will be levied on all returned checks in accordance with the current Air Station order (StaO 1620.3E series)

ENCLOSURE (1)

Section 2. Use of Credit Cards. Patrons of the Sonoran Pueblo are permitted to use credit cards to pay for their meals and refreshments with the following stipulations:

a. Only those credit cards from companies approved by Headquarters Marine Corps will be honored. No cash advances will be authorized.

b. Active duty and retired members, upon completion of enclosure (5), Sonora Pueblo In-House Credit Card Agreement. Upon issuance of a club card embossed with the words "In-House" may use that club card to charge under the following conditions:

(1) Meals, drinks and normal club services may be charged by members in good standing. BINGO WILL NOT BE CHARGED.

(2) A limit (\$500.00 for Officers and \$200.00 for SNCOs) will be imposed on club card charging, unless specifically requested and authorized by the Director, MCCS.

c. Dues and Charges

(1) Dues and charges will be PAID IN FULL within 25 days after the completion of each billing cycle.

(2) Dues and charges not paid within 25 days after the completion of the billing cycle will be considered OVERDUE and will be assessed a late fee of either \$5.00 or 10% of the total bill, whichever is higher. Additionally, charging privileges will be suspended.

(3) Appropriate command elements will be notified when account is 60 days delinquent of charges then check cashing privileges will be suspended.

(4) Appropriate command will be notified when account is 90 days delinquent and checkage of pay will be initiated to reconcile the balance of the account.

ARTICLE VII - RESALE ACTIVITIES

Section 1. Minors under the age of 21 years of age shall be required to comply with State and Federal laws.

ENCLOSURE (1)

Section 2. The following shall govern the sale and use of alcoholic beverages purchased from or consumed in the Sonoran Pueblo (refer to StaO 1746.2S series):

a. Only beverages sold by the Sonoran Pueblo may be consumed on the premises.

b. Except for beer (six-pack), package sales will not be made by the Sonoran Pueblo.

c. Patrons under the age of 21 are not authorized to purchase alcoholic beverages and persons making such purchases for minors will be subjected to an automatic 90 day suspension of patron privileges. Additionally, any subsequent rule infractions may result in permanent debarment.

Section 3. Sale and consumption of food. The following shall govern the sale and use of food purchased from or consumed in the Sonoran Pueblo:

a. Only food sold by the Sonoran Pueblo may be consumed in the club facility.

b. Food sold by any other commercial source shall not be consumed in the Sonoran Pueblo.

ARTICLE VIII - UNIFORM REGULATIONS

Section 1. Military personnel shall be attired as prescribed in the current uniform regulations.

Section 2. Civilian members or guests shall wear clothing corresponding to that for military personnel when authorized to wear civilian attire. Current Air Station regulations apply.

Section 3. Eccentricities of dress may be authorized by the Management for special events, upon approval of Station Commanding Officer.

ARTICLE IX - CONDUCT

Section 1. With the exception of bonafide seeing eye dogs, pets of any description are not permitted in the Sonoran Pueblo at any time.

ENCLOSURE (1)

Section 2. Patrons shall be responsible for all damages which result from negligent acts.

Section 3. Patrons and guests are expected to maintain proper decorum at all times.

ARTICLE X - AMENDMENTS

Section 1. Determination of change or additional amendments to the Constitution and Bylaws shall be turned over to the Chairperson of the Constitution and Bylaws Committee.

Section 2. Recommendations for changes shall be forwarded to the Station Commanding Officer for approval and incorporation into the current Constitution and By-laws.

Section 3. For consideration of amendments to this Constitution and Bylaws, a quorum shall consist of two-thirds of the voting membership of the appropriated Advisory Board. A simple majority vote and the approval of the Commanding Officer, MCAS, Yuma, Arizona will be required to effect the amendment.

ARTICLE XI - ADOPTION

This Constitution and Bylaws shall become effective upon acceptance by two-thirds vote of the appropriate Advisory Board and approval of the Commanding Officer, MCAS, Yuma, Arizona.

ENCLOSURE (1)

BYLAWS

ARTICLE I - GENERAL

Section 1. Posted Items

a. A copy of the current Constitution and Bylaws shall be posted near the front entrance of the Sonoran Pueblo.

b. A copy of the minutes of the last Advisory Board meeting shall be posted near the front entrance of the Sonoran Pueblo.

c. The Sonoran Pueblo Manager shall have the authority to approve the posting of other items which are pertinent to the membership of the Sonoran Pueblo.

Section 2. Membership-Card Program Privileges for Officer members and Preferred SNCO members.

a. Personal check cashing privileges of \$200.00.

b. Charging privileges (Officers-\$500.00, SNCOs-\$200.00 limit)

c. One Member's Night dinner monthly - cost plus 10%

d. Weekly entertainment

e. Two hors d'oeuvre nights a week

f. A ten percent discount on all lunch meals (upon presentation of the member's in-house charge card).

g. Weekly drawing for lunch (members who filled out ticket)

h. Two special events per year

i. Discounts on club-sponsored special events

j. Any discount implemented at a later date

Section 3. Operating Hours will be governed by the Director, MCCS.

Section 4. House Rules

a. All personnel shall show proper identification upon request of the Club management.

b. Officers are authorized to utilize the Staff Noncommissioned Officer's Bar as a guest of a SNCO and when the Officers' Bar is closed.

c. Officers' and SNCOs' are not authorized to utilize the Enlisted entertainment complex (Infinities) except on those occasions authorized by the Station Commander, i.e. Bosses Night.

d. At the discretion of the Manager, the time the club closes may vary depending on the flow of business.

e. The Sonoran Pueblo Manager may temporarily suspend the privileges of a member for misbehavior while awaiting the results of the appropriate Advisory Board Disciplinary Committee and the Commander's decision on the committee's recommendations.

ADVISORY GROUP APPOINTING LETTER

(UNIT HEADING)

1746
CODE
DATE

From: Commanding Officer
To: Primary Unit Representative
Alternate Unit Representative

Subj: ASSIGNMENT TO THE (APPROPRIATE) ADVISORY BOARD

Ref: (a) StaO 1746.

1. You are hereby assigned duty as this unit's primary and alternate member of the (appropriate) Advisory Board as indicated above.
2. As a member of the Advisory Board you are reminded that all scheduled and unscheduled meetings are appointed places of duty and require your attendance. Should circumstances prevent your attendance or upon notification of reassignment you will immediately notify the unit Executive Officer (Officers) or Sergeant Major (SNCO or Enlisted).
3. In carrying out your duties as a member of the Advisory Board, you will keep foremost in your mind the fact that you represent the remainder of the (Officer, SNCO, or Enlisted) of this unit. You will be guided in your recommendations by their consensus.

CO's Signature

Copy to:
Director, Marine Corps Community Services
Chairperson, Appropriate Advisory Board

ENCLOSURE (3)

SAMPLE MINUTES OF ADVISORY BOARD MEETING
UNITED STATES MARINE CORPS
(APPROPRIATE) ADVISORY BOARD
MARINE CORPS AIR STATION
YUMA, ARIZONA 85369-5001

1746
3BH1

From: Chairman, (Appropriate) Advisory Board, Marine Corps Air Station, Yuma, AZ
To: Commanding Officer, Marine Corps Air Station, Yuma, AZ
Via: Director, Marine Corps Community Services, Marine Corps Air Station, Yuma, AZ
Subj: MINUTES OF THE (APPROPRIATE) ADVISORY BOARD MEETING HELD

Ref: (a) MCO P1700.27

Encl: (1) Advisory Board Member Attendance Roster
(2) Financial Report for the period _____
(3) _____ Committee Report

1. Per the reference, the monthly scheduled meeting of the (appropriate) Advisory Board Meeting was called to order by the Chairman, at _____ hours on _____.

a. Roll call was held. All members present/absent are listed in enclosure (1).

b. The Advisory Board reviewed the minutes of the preceding regular/special meeting(s) by date. The following corrections were made:

c. The Financial Statement for the period _____ to _____ was read and accepted and is attached as enclosure (2).

ENCLOSURE (4)

d. The _____ Committee Report is attached as enclosure (3).

e. The Manager, reviewed the Club Calendar for _____ . Special events planned for _____ are:

f. Old Business:

(1) Committee reports (if applicable).

(2) Items tabled from previous meetings:

Item 1:

Decision:

Recommendation:

Item 2:

Discussion:

Recommendation:

ENCLOSURE (4)

Item 3:

Discussion:

Recommendation:

Item 4:

Discussion:

Recommendation:

Item 5:

Discussion:

ENCLOSURE (4)

Recommendation:

f. New Business: Review of correspondence, audit/IG reports, and directives from higher echelons of command. Include action taken and/or Advisory Board recommendations on:

(1) Changes in the policies, organization, or scope of the club.

(2) Financial matters, security, fire protection, employee policies, maintenance, expeditor, membership, if applicable, and any other new business.

Item 1:

Discussion:

Recommendation:

FOR THE DECISION OF THE STATION COMMANDING OFFICER

Approved: _____

Disapproved: _____

ENCLOSURE (4)

Item 2:

Discussion:

Recommendation:

FOR THE DECISION OF THE STATION COMMANDING OFFICER

Approved: _____

Disapproved: _____

Item 3:

Discussion:

Recommendation:

ENCLOSURE (4)

StaO 1746.7L

FOR THE DECISION OF THE STATION COMMANDING OFFICER

Approved: _____

Disapproved: _____

Item 4:

Discussion:

Recommendation:

FOR THE DECISION OF THE STATION COMMANDING OFFICER

Approved: _____

Disapproved: _____

Item 5:

Discussion:

Recommendation:

ENCLOSURE (4)

SONORAN PUEBLO IN-HOUSE
CHARGE CARD AGREEMENT

If I elect to be a member of the Sonoran Pueblo Club, Marine Corps Air Station, Yuma, I understand that I will be assessed monthly dues whether or not I use the club facilities or the In-House charge card. I will be able to charge at the club with a MAXIMUM Balance of \$500.00 for Officers and \$200.00 for SNCO Membership.

It is my responsibility to notify this office if I do not receive a bill by the 10th of each month, if I am away from the Air Station, on official business or have a change in my rank or unit.

Dues and In-House charges are billed on the 26th of each month and are or the month in which they are billed. Payment in FULL is due not later than 25 days after the completion of the billing cycle; otherwise, I will automatically be assessed a late payment penalty of \$5.00 or 10% of the total bill, whichever is higher and any additional charges will not be permitted. Also, full payment of my account balance is due prior to checking out of this Station.

If I should fail to pay this debt in a timely manner, I understand that my Command will be notified when the account is 60 days delinquent and my check cashing privileges will be suspended according to MCO P1700.27A. My wages may be garnished for payment of all dues, charges and late fees when the account is 90 days delinquent and my Command will be notified. I will be responsible for all charges made by my family members.

I will be able to use the In-House charge card at the Club only.

NAME _____ RANK _____

SSN _____

UNIT _____ WORK # _____ HOME # _____

BILLING ADDRESS _____

NUMBER OF CARDS NEEDED _____

ENCLOSURE (5)

StaO 1746.7L

NAMES AND RELATIONSHIPS _____

SERVICE/STATUS: _____ ACTIVE DUTY ___ RETIRED ___ OTHER ___

CHECK ONE: MAIL CARD TO ME _____ I WILL PICK UP _____

CLUB _____ ORGANIZATION _____ TYPE _____ DUES CODE _____

EXPIRES _____

ENCLOSURE (5)