

	<b>FMCA POLICIES AND PROCEDURES</b>	INDEX NO. <b>1015</b>	APPROVAL LEVEL <b>GB</b>
	SUBJECT <b>Membership Enrollment</b>	EFFECTIVE <b>6/18</b>	SUPERSEDES <b>8/16</b>
	SPECIAL DISTRIBUTION		

**POLICY**

Any family unit or individual(s) each holding at least one-third ownership of a qualifying recreational vehicle may submit an enrollment form for FMCA membership.

**PROCEDURE**

1. An enrollee applies for membership by completing an enrollment form. By doing so, the new or renewing members applying for Full Membership, has acknowledged that he or she is the holder of at least one-third direct or indirect ownership of a qualifying recreational vehicle. The terms “ownership” or “own” as used herein, is defined for a Qualifying Recreational Vehicle as one third or greater direct or indirect share in legal title or leasehold interest, so long as such leasehold interest is for the number of years of the term of membership indicated in the enrollment.
  - A. If the enrollee is eligible, he or she shall be granted membership in FMCA.
  - B. Thereupon, a membership card will be issued to the member.
  - C. The members shall promptly inform the national office and the secretary of his or her chapters of change(s) in the information as contained in the membership enrollment form.
2. Any enrollee denied membership due to ineligibility has the right to reenroll later should they subsequently become eligible. All monies tendered in connection with an unacceptable enrollment shall promptly be refunded.
3. If a member purchases multi-year dues the prepayments will be held in a separate account until required to pay for future current year dues. The annual dues are a pro-rated amount that is computed by dividing the cost of the multi-year renewal by the number of renewal years. If the member severs connection with FMCA they may request a refund of their prepayments for whole, unused years. Requests for refunds must be submitted in writing.
4. For FMCA purposes the definition of a recreational vehicle (RV) is: “a self-contained wheeled vehicle that includes permanently installed cooking, sleeping, and sanitary facilities”.
5. The term “ownership” or “own,” as used herein, is defined as 1/3 or greater direct or indirect share in legal title or leasehold interest, so long as such leasehold interest is for a period of one year or more, in a recreational vehicle.