

## **BOARD POLICY RESOLUTION No. 21 (“BP 21”)**

### **MEMBERSHIP DOCUMENTATION REQUIREMENTS**

WHEREAS Article V, Section 6 of the Corporate Bylaws empowers the Board of Directors (“Board” or “Directors”) of the Recreation Centers of Sun City, Inc. (“RCSC” or “Corporation”) to adopt Policies (“BP” or “Policies”) not in conflict with the Restated Articles of Incorporation (“Articles”) or the Corporate Bylaws (“Bylaws”).

WHEREAS to minimize inconsistencies, misunderstandings and misinterpretations inherent in verbal instructions, rules and regulations, the Board of Directors has established Board Policies in written form. Such Policies shall be titled, numbered and indexed for easy reference and use.

WHEREAS the Restated Articles of Incorporation and the Corporate Bylaws shall take precedence over Board Policies and that the following Board Policy on Membership Documentation Requirements shall provide instruction, direction and guidelines regarding such and shall remain in effect until such time it is amended or removed by the Board.

NOW, THEREFORE BE IT RESOLVED the Corporation shall adhere to the following policies regarding Membership Document Requirements:

The requirements for documentation to prove Member eligibility is as follows:

- A. Ownership: Copy of the Maricopa County recorded deed; and
  1. if a trust, a copy of the trust documents showing Trustees, Co-Trustees or Successor Trustees, the Grantors of the trust and/or contingent, remainder or non-vested beneficiaries in the event the Grantors of the trust are deceased; or
  2. if a Company, copies of documentation verifying its shareholders, partners or ownership interests; or
  3. if Owner interests are split between separate life estate and remainderman interests, documents showing those holding life estate interests in the Property and/or remaindermen interests in the event the life estate interests have been terminated.
  4. If ownership is being acquired by an estate or trust, ownership will not be changed until the estate or trust documents are processed and a new deed has been recorded.
- B. Proof of Identity and Age: Each individual listed on the recorded deed, trust documents, shareholder or partners’ documents, or life estate and remainderman documents must provide proof of identity and age with one of the following documents:
  1. valid government issued driver’s license or identification card, which includes picture and birth date; or
  2. valid passport, which includes picture and birth date; or
  3. any other documentation that appropriately verifies identity with both photo and birth date.
  4. Each individual seeking a spousal exemption for the 55 year old age requirement to be a Member and receive a Member Card may also be required to provide a marriage license.

C. Occupancy: Each individual qualified by ownership and age, must also qualify as occupying the Property as their primary Arizona residence, by providing one of the following:

1. a valid Arizona driver's license having the same address as the Property for which a Member Card is sought; or
2. a valid Arizona driver's license having an address farther than seventy-five (75) miles from Sun City, Arizona; or
3. a valid out-of-state or out-of-country driver's license; or
4. if no valid driver's license is available, any government issued identification with the individual's name and address of the Property for which a Member Card is sought. An additional form of identification with a photo is required when the government issued identification does not contain a photo.
5. Owners who misrepresent themselves as an occupant of a Property shall be subject to suspension of Member Privileges. This suspension automatically extends to all Owner(s) of said Property, as well as any occupants of any other Properties owned by such Owner(s) including denial of use of any and all RCSC Facilities, as determined by the Board.

Owners who cannot meet the Member documentation requirements shall not be issued a Member Card and shall not receive Member Privileges. Payment of assessments, fees or other charges does not constitute Membership or require issuance of Member Cards. Valid documentation of proof of ownership, identity, age and occupancy is required. A Member Card shall not be issued or activated if payment of all assessments, fees and any and all other charges against the Property and Owners is not current and the documentation requirements have not been met and verified by the Cardholder Services Office. Owners who falsify documents in order to obtain a Member Card shall be subject to suspension of all Member Privileges, including denial of use of any or all RCSC Facilities, and may no longer be considered a Member in good standing.

BE IT FURTHER RESOLVED that a copy of this resolution shall be posted on the RCSC website for members and shall be made available to members upon request at no cost.

Adopted and signed this 14<sup>th</sup> day of December, 2023 at a duly called Board meeting by a majority (5) of the Recreation Centers of Sun City, Inc. Board of Directors.

ATTEST:

---

Kat Fimmel, President

---

Jean Totten, Secretary