



Top Pickleball Club, Inc.

Instructions for joining the Club

Becoming a member of the Top Pickleball Club is easy but it **cannot** be done on-line.

If you have never played pickleball before or are new to the sport, we highly recommend you attend our Introductory Class PB101. This class is held every Monday morning at 10:30 am at the pickleball courts adjacent to the Recreation Center, and on the first Saturday of every month, also at 10:30 am. If after taking this class, you decide to join the Club our instructors can provide you with a Membership Form that you can fill out and they can accept your membership dues. Be sure to bring your current OTOW ID card or Gateway Pass as they must verify you are an OTOW resident. They will only accept a check or cash, and please bring the exact amount if paying by cash. We do not accept credit cards at the courts. You can find the current membership dues at the top of the membership form. Click on the link on our website.

If you are not new to the sport, you do not need to attend the PB101 class. If you have access to a printer, you can get a membership form by clicking on the link on our home page at <https://toppickleballclub.com>. This is a PDF document, not a data entry page. Print the membership form and then fill it in by hand. If you do not have access to a printer, forms are available at the courts, or our Club Treasurer can provide you with one when you meet and you can fill it out then.

Be sure your OTOW ID card or your Gateway Pass is current. We must verify that you are a current resident of On Top Of the World.

Contact the Club Treasurer at the phone number shown in the top-center of the membership form. Our Treasurer will meet you at the courts to accept your membership form, membership dues, and verify your OTOW ID or Gateway Pass is current. **This is the best way to become a member.**

You can give your membership form and membership dues to a Board of Directors member. The BOD member will verify your OTOW ID or Gateway Pass is current and then transfer your membership form and membership dues to our Club Treasurer. You will need to ask someone at the courts to point out a BOD member, so this is a hit or miss situation. **Do not give your form and dues to just anybody at the courts because they have no access to our transfer system to the Treasurer.**

You can mail in your membership form, membership dues, and a copy of your OTOW ID card or Gateway Pass. The address is shown on the membership form. Note that it takes as much as five or six days to get the mail from Ocala to Jacksonville and then back to Ocala.

When we receive your membership form and dues you will be entered into our Membership Management System. You will receive a Welcome Letter via email that will provide you with a temporary password and instructions on how to log-in to our website. Once logged in you will be able to change your temporary password to a more personal password and you will have access to Club Events, Club documents, and our Membership Roster. Please follow the instructions in the Welcome Letter email. Be sure to monitor your junk, spam, or trash folders as these types of emails are frequently directed there by email providers.

You may have noticed that the highest player rating you can circle on the membership form is 2.5. If you have a certified or previous club rating, higher than 2.5, a DUPR or WPR rating, please circle 2.5 then contact the Rating Committee for confirmation and / or assessment of the higher rating.