



### **Requirements for the Assignments of Playing Rights**

1. Duly completed Membership Application Form. Please indicate N/A for information that is not applicable.
2. Originally signed two (2) Letters of Endorsement from a regular/ proprietary/ corporate nominee/ assignee member in good standing of the Club.
3. Letter of Assignment addressed to the Membership Committee endorsing the assignee.
4. Three (3) pieces 2x2 colored pictures with white background, taken within three (3) months.
5. Original and photocopy of PSA- certified Birth Certificate of the principal applicant.
6. Photocopy of Passport or any government issued ID with three (3) specimen signature.
7. Original Certificate of Employment and copy of Company ID, if employed.
8. Clearance of Account of the Assignor from the Club's Finance Department through:  
Ms. Cathy Segura or Ms. Karen Catapang  
Contact numbers: (02) 8925-6478/ (046) 419-2852/ 0917-8013639/ 0920-9080590  
Email Address: [finance@Eagle-ridge.com.ph](mailto:finance@Eagle-ridge.com.ph) or [finance\\_ergcc@yahoo.com](mailto:finance_ergcc@yahoo.com)
9. Payable upon submission of documents:

Processing Fee	Php 75, 000.00
Refundable deposit	Php 36, 000.00 (local) Php 72,000.00 (foreign)
Six months advance	Php 36, 000.00

*\*\*\*Additional Php 100.00/ piece for the printing of membership card*

*\*\*\*Check must be payable to **Eagle Ridge Golf & Country Club, Inc.***

***Optional: One-year advance dues amounting to Php 66,500.00 may be paid to avail of the one-month discount.***

#### **Additional requirements for foreign applicants:**

- a. Copy of SEC Certificate of Registration, Articles of Incorporation, & By-Laws, latest General Information Sheet, Company's Tax Identification Number, and Audited Financial Statement of the company where the applicant is connected as employee/ director or stockholder;
- b. Copy of DTI Certificate of Business Registration and Business Permit
- c. Other documentary proof of business or employment as may be required.

Should you have further inquiries, please get in touch with:

**MEMBERSHIP AFFAIRS OFFICE**

**0998-5455106**

[membership@Eagle-ridge.com.ph](mailto:membership@Eagle-ridge.com.ph) or

[eridge.memaffairs@gmail.com](mailto:eridge.memaffairs@gmail.com)

#### ***Important Note:***

1. *The Club reserves the right to require presentation of additional documents as they deem necessary.*
2. *Incomplete requirements shall **NOT** be accepted.*