

From: **Club Secretary** <[portagelakeclub@gmail.com](mailto:portagelakeclub@gmail.com)>  
Date: Sun, Apr 27, 2025 at 10:55 AM  
Subject: PLS Membership Renewal for 2025-2026  
To: Club Secretary <[portagelakeclub@gmail.com](mailto:portagelakeclub@gmail.com)>

Dear Portage Lake Sportsmen Club Member,

First, I apologize for the delay on this renewal notice as we work through the changes affecting this year's renewal as mentioned in the message from Ed Glowacki, PLSC President, on April 23rd. .

The 2024-2025 membership year will end on April 30, 2025. This means it is time to renew memberships for the 2025-2026 year. A [PDF of the renewal form](#) is attached to this email. Renewal information is not yet available on the club website, but will be updated as soon as possible. Memberships can be renewed by mail or through the [club website](#) with payments via PayPal, once the website is updated. The online payment rates are slightly higher than the mail-in rates. Payment of dues constitutes agreement to know and follow club rules. The rules were set up to preserve the facilities and to help ensure the safety of our members, guests, and neighbors.

When a membership application is processed, a confirmation email will be sent, if an email address was provided.

Since 2012, all PLS members have been required to complete a range familiarization session prior to receiving their PLS member credentials. Returning members, who have completed a range familiarization session within the previous three years, will not be required to repeat the session, but will be required to certify that they have completed the range session and agree to abide by the club rules document.

Starting with the 2025 membership year, all members are also required to attend a hands-on Safety Briefing prior to receiving their PLS member credentials. A schedule of safety briefings will be emailed to the club list, posted on the club website, and also on the calendar as they become available.

At the annual meeting in 2017, a provision was put in place to incentivize volunteer participation at the club. Members who volunteer are eligible

for work-hour credits towards their membership dues. Hour requirements and fee reductions are determined each year and are outlined below.

Work-hour credits earned during the current membership year apply to next year's membership. Each hour worked earns a \$10 credit toward annual dues and may reduce the member's annual dues by up to half of their regular rate.

Volunteer Opportunities include:

- Facility Maintenance and Repair
- Equipment Maintenance and Repair
- Facility Clean Up
- Range Management
- Other activities as directed by the board

Please note: It is the responsibility of each member to ensure that their hours are logged. At each volunteer activity, there will be a volunteer coordinator who will have a log sheet to record the time worked.

Following this email, members who have volunteered will receive a notice stating the credit earned toward their 2025 dues. Credit given for hours worked cannot be applied to online payments via PayPal. The attached form must be completed and mailed with payment.

Please contact me or any of the other board members, if you have any questions.

If you need a paper copy of the membership materials mailed to you, please let me know.

I hope to see you at the club.

Paul Raymond  
PLS Secretary

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