

KEYS

Kingu EntrY Systems

ABC Private Club Recordkeeping

How KEYS maps to Alabama Rule 20-X-5-.03

ONE-PAGE VENUE REVIEW

Membership - Door Decisions - ABC Review

KEYS helps private clubs keep membership records, door decisions, payment history, meeting records, and ABC-review materials organized in one electronic system - reducing binder scramble, improving staff decisions, and creating a review trail that is easier to defend.

ABC Requirement Area + KEYS Support

Brochure summary - details can be reviewed in the live demo

01

Required application information

Digital application captures name, date of birth, home address, phone, occupation, and place of employment. The data becomes part of the member record and is available in staff, management, and ABC-facing views.

02

Identity verification

Tracks verified status, ID type reviewed, which staff member reviewed it, and when verification occurred - documenting accountability without storing photo ID images.

03

Temporary memberships

Supports temporary status after a bona fide application is filed. Temporary cards can show issue date, expiration date, and status, helping prevent open-ended temporary usage.

04

Complete member lifecycle record

Follows the full lifecycle: application, approval/admission, active membership, renewals, payments, status changes, inactivity/removal, and required retention.

05

Dues, initiation fees, and payment records

Records member-related payments by type, date, and amount. Dues, initiation fees, application fees if enabled, and venue-side charges can be separated for reporting and reconciliation.

06

Sponsor, remarks, and individual member file

Stores sponsor relationships directly in the member record, including member or staff sponsors. Each member has an individual file with application data, card serial, notes, payments, and lifecycle history.

07

ABC-ready electronic review and exports

Authorized staff can grant temporary read-only ABC access through a quick QR-based flow. ABC can review relevant rosters, records, PDFs, CSVs, and audit views without binder scramble or staff handholding.

08

Inactive records and retention

Supports active and inactive states and preserves removed, resigned, or inactive member records according to the required retention window.

09

Guest/member distinction

KEYS is intentionally member-focused and does not create guest memberships. Current workflows focus on clear member states such as active, temporary/applicant, inactive/expired, banned, trespassed, and approved comp handling where applicable.

10

Annual meeting records

Meeting/minutes support helps document required meetings, attendee lists, approvals, and governance records so they can be retained and made available for later review.

11

Audit trail and accountability

Logs system activity, including ABC access activity and high-trust management actions. Sensitive actions such as bans, trespasses, comps, or fee waivers can require manager PIN confirmation and a reason.

30-DAY PILOT OFFER

No cost in exchange for honest operational feedback

Select venues can try KEYS for 30 days at no cost. KEYS can be configured around the venue workflow, colors, and basic branding. The venue keeps access to data collected during the pilot; if it is not a fit, the data can be exported for the venue records.