



BANGALORE CLUB BYELAWS
(UPDATED TILL FEBRUARY 2024)

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BYELAWS

NOTE : These Byelaws are framed by the General Committee in accordance with *Rule 23.10 (i)* and are liable to alteration from time to time as may be deemed necessary.

SECTION - I : INTRODUCTORY

1.0 **Objectives:** Its objectives shall be as follows:

- 1.0.1 To run the Club out of the contributions of the Members without aiming at any profit.
- 1.0.2 To provide for the Club Members, facilities for recreation and entertainment, such as outdoor and indoor games; besides other facilities for the benefit and convenience of the Members. Though such facilities shall be available to the Members only, the Members may, consistent with the Club Rules, Byelaws and restrictions, bring guests to the Club.
- 1.0.3 To promote camaraderie and fellowship among its Members.
- 1.0.4 To have affiliation with similar Clubs and to extend facilities to Members of such affiliated Clubs as per the Club Rules and Byelaws.
- 1.0.5 To provide for any incidental facilities that may be required by Members.
- 1.0.6 To do all other acts and things as are conducive to the attainment of the above objectives.

1.1 **Definitions:** Unless inconsistent with the context or subject, the following definitions shall apply in the interpretation of these Byelaws.

- 1.1.1 The Club shall mean the Bangalore Club, or, its successor in interest or title.
- 1.1.2 The Committee shall be the General Committee of the Club duly elected and shall include the person to whom its authority has been generally, or, specially delegated, by resolution of the General Committee.
- 1.1.3 All voting Members shall be in possession of their ID Cards while attending and voting at all General Body Meetings.
- 1.1.4 The Secretary shall include the Honorary Secretary.
- 1.1.5 The Public Rooms shall mean all rooms of the Club meant for the unrestricted use and enjoyment of the Members and shall include the Club Lounge, Drawing Room, Dining Room, Mixed Lounge and Library. These shall not be available for reservation, or, private entertainment, except by special decision of the Committee.
- 1.1.6 The Club House shall include the Main Lounge, The Bar, Mixed Lounge, Mysore Room, Dining Hall, Coffee Room and T.V. Room.
- 1.1.7 Chambers or Quarters shall mean the residential accommodation available for exclusive use by Members of the Club, Members' Guests and Affiliated Club Members.
- 1.1.8 The Annexe shall mean the Brigadier Hill Annexe.
- 1.1.9 Games, unless otherwise notified or intended, shall ordinarily herein include only Tennis, Squash, Badminton and Table Tennis and shall not include Swimming, Billiards, or, Cards.
- 1.1.10 Family means the Member, his / her Spouse and their Children who are under the age of 18 years [*Rule 3.3 (iii)*].
- 1.1.11 **Civil Service Membership:** The following is the list of Civil Services:
 - (a) *All India Services –*
 - Indian Administrative Service (IAS)
 - Indian Police Service (IPS)
 - Indian Forest Service (IFS)

- (b) *Central Services (Group-A) –*
- Indian Foreign Services (IFS)
 - Indian Railway Service
 - Indian Postal Service
 - Accounts & Auditing Services (*including The Indian Audit & Accounts Service, The Indian Civil Accounts Service, The Indian Defence Accounts Service*)
 - Indian Customs & Central Excise
 - Indian Ordinance Factories Service
 - Indian Defence Estates Service
 - Indian Revenue Service
 - Indian Information Service
 - Central Trade Services
 - Central Industrial Security Force
- (c) *State Services –*
Karnataka Administrative Service (KAS) and / or State Government Officers holding the position of joint secretary or equivalent or above (eligibility based on the certificate issued by DPAR Government of Karnataka).

SECTION – II : GENERAL

2.0 The Club Hours:

- 2.0.1 The Public Rooms and amenities of the Club will be open to Members from 7.00 am till 11.30 pm every day. The services however will be stopped at 11.00 pm except on Club function nights. Service at the Umbrella Bar will continue until 12.00 midnight on Fridays and Saturdays.
- 2.0.2 Members are not permitted to bring in Guests after 11.00 pm. Members and their Guests should vacate the Club premises by 1.00 am except on notified function days.
- 2.0.3 Breakfast, Lunch and Dinner will be served to the Members only during the following timings:
Breakfast : 8.00 am to 10.00 am on all days except Sunday
Sunday 8:00 am to 10:30 am
Lunch : Everyday from 12:30 pm upto 3.30 pm
Dinner : Everyday 7.30 pm to 10.45 pm
Last order will be 15 minutes before closing time.
- 2.0.4 **Mysore Room:** The Mysore Room will be kept open for the use of Members and Dependent Members over the age of 21 years, every day from 11.00 am to 11.00 pm.
- 2.0.5 **Bar:** The Club Bar will close daily at 11.00 pm except on special occasions for which an extension has been granted.
- 2.0.6 However, Umbrella Bar and Lawn Bar will remain open till 1.00 am on Fridays, Saturdays and Club function days. The service and billing at Umbrella Bar and Lawn Bar on these days will be stopped at 12.30 am.
- 2.0.7 **Service Timings:**

		<i>Sundays</i>	<i>Monday to Saturday</i>
Mixed Lounge	-	11.00 am to 11.00 pm	11.00 am to 03.00 pm
			07.00 pm to 11.00 pm
		<i>Fridays, Saturdays & Club function days</i>	<i>Sunday</i>
Umbrella Bar & Lawn Bar	-	7.00 pm to 1.00 am	11.00 am to 11.00 pm
		<i>All other Days</i>	
		7.00 pm to 11.00 pm	

- 2.0.8 **Club Office:** The Club Office will be opened from 10.00 am to 1.30 pm and from 2.00 pm to 6.30 pm with a daily Lunch Break between 1.30 pm to 2.00 pm. On Saturdays, the timing shall be from 9.30 am to 2.00 pm. The Office will be closed on Sundays and Public Holidays as may be notified in advance.

- 2.1 **Notices:** All notices for posting in the Club shall be submitted to the Secretary for his approval, before being placed on the board with his initials. The Secretary shall be entitled to remove such notices when he deems fit.
- 2.2 **Advance to Members:** A Member may, on signing a chit, or, presentation of a cheque, be given cash upto a maximum of Rs.100/- on any one day, or Rs.300/- in a calendar month.
- 2.3 **Members' Bills:**
 - 2.3.1 **Disputes on Members' Bills:** If there is a discrepancy in the bills of a member, he / she must write to the Secretary of the Club giving details of discrepancy within 30 days of the bill date. However, no claim will be entertained after 60 days.
 - 2.3.2 In the event of there being any outstanding dues in respect of Civil Service, Long Term Temporary and Short-Term Temporary Members, the Proposers and Seconders shall individually and severally agree to settle their dues.
 - 2.3.3 Long Term Temporary Members shall, in addition to the Entrance Fee and Monthly Subscription, pay a Refundable Security Deposit of Rs. 10,000/- (Rupees Ten Thousand only). This Deposit shall be refundable to Members on the termination / expiry of their Membership. This Byelaw will be applicable to all existing and future Members.
 - 2.3.4 Service Members shall, in addition to the Monthly Subscription, pay a refundable Security Deposit of Rs.3,000/- (Rupees Three Thousand only). This Deposit shall be refunded to Members on the termination / expiry of their Membership.
 - 2.3.5 Temporary Members shall, in addition to the Monthly Subscription, pay a refundable Security Deposit of Rs. 5,000/- (Rupees Five Thousand only). This Deposit shall be refunded to Members on the termination / expiry of their Membership. This Byelaw would be applicable to all existing and future Members.
 - 2.3.5.1 Temporary Members shall, in addition to the Monthly Subscription, pay a refundable Security Deposit of Rs. 5,000/- (Rupees Five Thousand only). This Deposit shall be refunded to Members on the termination / expiry of their Membership.
 - 2.3.5.2 Temporary Members shall pay facility subscriptions at twice the rate applicable for Permanent Members.
 - 2.3.5.3 Temporary Members shall pay entry fee for Club events and Room rent in Chambers at the rate applicable for Member's guests.
- 2.4 **Payment of Bills, Outstanding Dues and Unclaimed Credit Balances:**
 - 2.4.1 All Members shall pay their bills and outstanding dues by electronic bank transfer, cheques drawn on Bangalore Banks, by Demand Draft, or by cash only. However, if the payments are made through credit card, the transaction charges as applicable (1.5% of total transaction amount) for use of credit card should be borne by the user. Outstation cheques are not acceptable by the Club.
 - 2.4.2 Members whose names appear in the credit stopped list shall pay their bills and outstanding dues if any only by cash or demand draft, if they make their payments after the 20th of the month in which their names are notified in the credit stopped list.
 - 2.4.3 Civil Service Members and Associate members shall, in addition to the Entrance Fee and Monthly Subscription, pay a refundable Security Deposit of Rs.10,000/- (Rupees Ten Thousand only). This Deposit shall be refunded to Members on the termination / expiry of their Membership. Existing Civil service members and Associate members shall top up the security deposit latest by December 31, 2009 failing which their credit will be stopped.
 - 2.4.4 The monthly bills in respect of Corporate Members, Civil Service Members, Service Members and Associate Members will be sent only to their office address. On request, a duplicate copy of the bill can be sent to their residence address for which an additional charge of Rs. 50/- per bill will be made.
 - 2.4.5 The Club shall forfeit credit balances in Member's account not claimed within a period of three years from the date of cessation of membership or deactivation of account.

- 2.5 **Smart Card:** Deleted in view of proposed new *byelaw* 2.33.
- 2.6 **Interference with the Secretary:** No Member shall interfere with the work of the Secretary of the Club, or, send for him on any pretext whatsoever.
- 2.7 **Service Charges:** 5% service charge will be levied on the room rent charged by the chambers department. No service charge shall be levied on room cancellation charges and on charges other than room rent. 1% service charge will be levied on all bar and catering bills raised by the banquets department.
- 2.8 **Restriction on movement of Club employees while on duty:** While on duty, Club employees are forbidden from leaving their allocated place of work. They shall neither run personal errands within the Club nor shall they be sent outside the Club premises other than for Club related work.
- 2.9 **Obligations of Members' Attendants:** The **attendants** of Members when on the Club premises must obey the Secretary and the Stewards. Members will ensure that their **attendants** remain inside the Children's Park area and do not step inside the Club Lawn, or, any other building inside the Club premises, either alone, or, with Members' children. Members' **attendants** will not use the Main Entrances into the Lawn area, but will use the side entrance and exit, to and from, the Children's Park. In case Members wish their children to use any other facilities of the Club, apart from the Children's Park, Members will accompany their children themselves. (w.e.f.10.6.2017)
- 2.10 **Disclaimer of Club's Responsibility for Property of Members:** The Club shall not be responsible for any property that Members, or, their guests, may leave on the Club premises, unless delivered into proper custody.
- 2.11 **Unclaimed Property:** A list of unclaimed articles found on the Club premises shall be kept by the Secretary. Any articles unclaimed within six months may be sold for the benefit of the Club.
- 2.12 **Club Stationery:** The Stationery supplied for the use of Members in the Club writing rooms shall not be removed to the Club Chambers, or, elsewhere.
- 2.13 **Removal of Club Books, Newspapers or Articles:** No Member their Spouses or Dependants shall on any pretext whatsoever take or allow to be taken from one area to any other area in the Club any book, newspaper or other reading material including magazines except those that are issued from the Library.
- 2.14 **Damage to Club Property:** Any Member willfully breaking or damaging any article belonging to or in use of the Club shall pay five times the cost of replacing any such article.
- 2.15 **Prohibition of Private Music:** Music shall not be provided in the Club premises, other than in the quarters, without the permission of the Secretary.
- 2.16 **Consumption and Supply of Refreshments:**
 - 2.16.1 Members are not permitted to bring liquor from outside whether the same is available in the Club or not. However, homemade wine will be permitted without any corkage.
 - 2.16.2 These regulations, however, shall not apply to the quarters in which Members may be residents.
 - 2.16.3 Dependent Members and guests below the age of 21 years, shall neither be served with, nor, be allowed to consume alcohol inside the Club premises, as per Excise Rules.
 - 2.16.4 Members signing chits for food, refreshment, liquor or goods supplied, or, for services rendered, shall write out the chits in their own handwriting, giving full details, including their names and account number legibly, as well as the total amount in words.
- 2.17 **Restriction on Children below the age of 16 years:** Children below the age of 16 years shall not ordinarily be allowed into the Public Rooms of the Club unless accompanied by a Parent, or, Member and they shall under no circumstances be allowed in the The Bar, Mixed Lounge or the Cards Room.

2.18 **Restriction on Children below the age of 12 years:**

- 2.18.1 Will on no account be allowed in the Club House after 6.00 pm.
- 2.18.2 If accompanied by a Parent, or, a Member, entry to and presence in the Dining Hall and Lawn is permitted upto 10.00 pm.
- 2.18.3 Are allowed on the lawn and children's playground up to 10.00 pm on Fridays and Sundays. They are permitted up to 11:00 pm on Saturdays and on the eve of State and National Holidays.
- 2.18.4 Are strictly prohibited from entering the Tombola Hall.
- 2.18.5 Are allowed in the outsourced restaurant and coffee shop, if accompanied by a parent, till closure of the outlet on all days.

2.19 **Restriction on Dogs and Pets:** Dogs or other pets are not permitted in the Club except for registered guide dogs for the blind.

2.20 **Vehicles:**

- 2.20.1 Motor Cars and other vehicles shall be parked in the parking slots provided. Chauffeur driven cars shall be parked in the area marked exclusively for the purpose.
- 2.20.2 A speed limit of 10 kilometers per hour shall be strictly observed while driving on the driveways within the Club premises.
- 2.20.3 Use of horns is strictly prohibited within the Club premises.
- 2.20.4 Personal drivers, while waiting, shall confine themselves to the area where the car is parked and shall not loiter in the Club premises. They are liable to be questioned and or checked by the Club Security.
- 2.20.5 No vehicle shall be left under the porch of the Main Building or of the Annexe or in the driveways. Movement of two wheelers within the Club premises is strictly prohibited. They shall be parked in the place provided for them.
- 2.20.6 Members should collect the car stickers from the Club Office during office hours by submitting copies of the RC books. Cost of each car sticker will be Rs.20 and will be debited to the members account.
- 2.20.7 A maximum of three car stickers can be issued to a member. The Car should be in the name of the member / spouse or in the name of his / her immediate family members, i.e., who is declared as dependent / senior dependent member or in his / her company's name, which will be subjected to verification by Club Administration before issuing the car stickers.
- 2.20.8 Cars with the car sticker issued by the Club shall be allowed to enter the premises and park in the designated places within the Club premises.
- 2.20.9 Car stickers once printed will have validity of two years. After expiry of two years, a newly designed sticker will be issued.
- 2.20.10 Once new car stickers are issued, old car stickers shall automatically cease to be valid.
- 2.20.11 Car stickers are strictly not transferable.
- 2.20.12 Only the cars of Club members are permitted entry from the Residency Road gate. The cars should either have the Club sticker affixed on the front windshield or the member should produce the Club membership card for perusal of the Security staff.
- 2.20.13 Cars of guests / non-members can enter only from the Lavelle Road gate and shall be parked only in the designated parking slots.

2.21 **Members Guests:**

- 2.21.1 Subject to Club *Rule 27* and its relevant Byelaws and as the Committee may impose, the same guest cannot be entertained more than 12 times in a **financial** year either by any one member, or, more than one member. (wef Aug 2017)

- 2.21.2 A member entertaining guest shall pay all charges and expenses incurred and shall not allow any guests to make use of the Club in his / her absence, or, sign chits, or, use the Club cash coupons in his name. Members shall immediately on their arrival in the Club, enter the names and other details of their guests legibly in the Guest Book or register on the computer operated for the purpose before availing of any facility in the Club.
- (i) Permanent Member shall be permitted to introduce a maximum of six guests on all days of the week.
- (ii) Other categories of members shall be permitted to introduce a maximum of six guests on all days of the week except on Fridays; they shall be permitted to introduce a maximum of two guests only.
- 2.21.3 Members entertaining guest without signing the Guest Register or registering on the computer operated for the purpose, will be levied a penalty amounting to five times the normal guest charges.
- 2.21.4 Any breach of this will render concerned members liable for disciplinary action.
- 2.21.5 Notwithstanding anything stated hereinabove, the Committee may extend or restrict this Byelaw.
- 2.22 **Guest Fee:**
- 2.22.1 Permanent Members, Service Members, Civil Service Members, Corporate and Associate Members shall pay guest charges of:- (w.e.f. 18 Feb 2022)
- (i) Rs.100/- per guest per day from Monday to Thursday
- (ii) Rs.200/- per guest per day on Fridays, Saturdays and Sundays & Holidays.
- 2.23 **Delayed Payment:**
- 2.23.1 The attention of Members is drawn to the Resolution of the General Body, in terms of which all subscriptions and other dues remaining unpaid at the end of the month during which bills were issued, will be charged interest on the outstanding dues at three per cent, per month, or, part thereof.
- 2.23.2 Outstation, Temporary and visiting Members of Affiliated Clubs, shall pay daily rates, unless the duration of their stay exceeds one month, in which event they may opt for monthly rates by giving advance notice to the Secretary.
- 2.23.3 Members who are posted, as Defaulters will, in future, pay their bills for the posted amount by cash or demand draft only.
- 2.23.4 Members whose names appear in the Defaulter's List for more than 3 times in a financial year, their credit limit will be restricted to Rs. 5,000/- only for a period of one year from the month of last default. The credit limit amount mentioned above includes monthly subscription.
- 2.23.5 Members whose names appear in the Defaulter's List for more than 6 times in a financial year, will not be eligible for any credit facility for a period of three years from the month of last default.
- 2.23.6 The arrears should be paid by cash or demand draft only.
- 2.23.7 Default by a Member in discharge of his / her Club dues, sought to be effected vide a cheque or via Electronic Clearing Service (ECS), arising otherwise than by negligence of the Banker responsible, on more than two occasions in a Functional Year of the Club shall render him / her liable to effect for a minimum period of twelve months immediately thereafter all such dues only in cash or by way of demand drafts and shall also make him liable for prosecution under prevailing statutes and / or to such punitive action as the General Committee may consider appropriate in the circumstances.

- 2.24 **Suggestion Books:** Members wishing to make any suggestions may do so by entering them in the Suggestion Books kept in the Club House, Annexe and other places, or, by writing to the Secretary.
- 2.25 **Business Discussions:** (w.e.f 20 July 2021)
- (i) The open discussion of business affairs with files, documents and / or laptops within the precincts of the Club is not permitted.
 - (ii) However, since Library verandah and Club lawns are being Wi-Fi enabled, use of handheld devices, such as i-Pads, e-readers, Laptops etc., is permitted in this area excluding the Umbrella Bar.
 - (iii) Members are also permitted to use their laptops and other handheld devices at all areas outside the Club House without disturbing other members or without conducting business meetings.
- 2.26 **Smoking:** Smoking is not permitted in all covered areas of the Club and in all the Sports areas including the area around the Swimming Pool.
- 2.26.1 Members shall strictly abide by and observe the restrictive provisions of the anti-smoking laws and the byelaws, Rules and Notifications thereunder. Members shall also, positively, co-operate with the Management of the Club to ensure due enforcement of the same.
- 2.26.2 Notwithstanding anything contained in Byelaw 2.26.1, Members above the age of 18 years may smoke in the designated Open Spaces of the Club listed hereunder and nowhere else on its precincts:
- a) The Bar patio
 - b) Main Lawn including Umbrella Bar and Anchor Lawn
 - c) Parking area and areas open to sky
- 2.26.3 Any Member effecting breach of the anti-smoking laws shall render himself liable to be dealt with in accordance therewith.
- 2.27 **Gratuity Boxes:** No Member shall give an Employee of the Club, gratuities or anything in kind upon any pretext whatsoever (*Rule 31*). Members will use the Staff Fund Boxes placed in the Club House, Chambers and Lawn Area.
- 2.28 **Departmental Activities and Membership other than Health Club:** In addition to the monthly Membership subscription, Members are liable to pay separately for the various Departmental activities in which they may choose to participate on a bi-annual basis, commencing from 1st April and 1st October in each year.
- 2.29 Members who are elected will be charged for games and other activities, on the basis of the indications given by them in their application for Membership of the Club and as per the revised option given in the latest information form. This subscription will be charged on a bi-annual basis and will continue to be charged until such time as due notice of discontinuation of any particular game is given in writing, in accordance with the Byelaws.
- 2.30 The Departments included are Games, Swimming, Library and Cards.
- 2.31 Any Member desirous to discontinue a particular Departmental activity shall give to the Secretary advance notice in writing of his intention to do so, not less than one month before the termination of the stipulated bi-annual period.
- 2.32 In the event of a Member failing to do so, the Departmental subscriptions of the previous bi-annual period will continue to be effective for the next bi-annual period.
- 2.33 **Smart Card:**
- 2.33.1 **Definition:** Smart Card means electronic photo identity card having the facility of both credit and prepaid, issued to Bangalore Club Members & their family.
- 2.33.2 **Usage:** It is mandatory for members and their family to be in possession Smart Card while using the Club facilities. Smart Card are not transferable, and Club reserves the right to freeze the Smart Card in case of impersonation. **There will be no cash transaction within the Club and all usage will be through Smart Card only.** Cover charge shall apply in case members do not use the credit facility on Smart Card for a minimum value of **Rs.300/-** as defined in the Rules. (August 2017)

- 2.33.3 **Prepaid Card:** Facility is also provided to members to use Smart Card as prepaid card. It means, members can load money in Smart Card and use the same as prepaid card. Smart Cards can be loaded with money at Main Reception and Chamber Reception against payment of cash.
- 2.33.4 **Loss / Damage:** Loss or damage to Smart Card shall be communicated to Secretary in writing. If for any reason, loss or damage is not reported, Club shall not be responsible for any transactions on such Cards. Duplicate Smart Card shall be issued at appropriate cost prevailing at that time and previous Smart Card will simultaneously be deactivated.
- 2.33.5 Members, who wish to deactivate their account temporarily for reasons whatsoever, shall communicate the same to Secretary in writing. An administrative cost of Rs.50/- shall be levied for each deactivation and activation. Deactivation shall only be for the purpose of transactions and all other charges like subscriptions, cover charges etc., as provided under rules and byelaws shall be applicable.
- 2.34 **Club Functions:**
- 2.34.1 Members shall accompany the guest in all Club functions and shall be present with the guest till end of the function.
- 2.34.2 Members not accompanying guest will be levied a penalty amounting to five times the normal guest charges at the rates notified for the corresponding event and in addition, suitable administrative action as deemed fit would be initiated by the General Committee.
- 2.34.3 **Entry:** Every Member / Spouse / Dependent / Senior Dependent shall be physically present and shall obtain their individual tickets only upon producing smart card for every individual.
- 2.34.4 Dependent members who are not paying subscription as provided under *Rule 15.3*, shall be treated as guests and shall be accompanied by primary member who shall register him/her as guest.
- 2.34.5 Temporary Members, Affiliate Members & Room Guests shall be treated as Guests during any Club functions and guest charges for the function shall be applicable for them.
- 2.35 **Photography & Videography:** Photography in any part of the main Club House without permission is prohibited.
- Videography in any part of the Club without permission is prohibited.
- 2.36 **Children's Park Timings:** All days from 9:00 am to 9:00 pm
On Club events day, the Children Park may be closed as per the notification.
- 2.37 **General Guidelines:**
- a) Children upto 14 years are permitted to use the Children's Park.
 - b) Smoking & drinking is strictly prohibited inside the Park.
 - c) Refreshment and soft drinks are not permitted inside the Park.
 - d) Children to use the facilities of the Park under the supervision of an adult.

SECTION - III : RESIDENTIAL QUARTERS

- 3.0 **General:**
- 3.0.1 Members of Bangalore Club and Corporate members may reserve rooms in the residential quarters for their personal stay, or, for the stay of their Guests.
- 3.0.2 Members of Affiliated Clubs may reserve rooms for their personal stay only. They are not permitted to make reservations for their Guests.
- 3.0.3 Sub-letting of Rooms is strictly prohibited. The General Committee will view this as a serious breach of Byelaws and take appropriate action.
- 3.0.4 Reservation shall only be confirmed, subject to availability, on first come first served basis.
- 3.0.5 The maximum continuous period for which any reservation will be accepted is 15 days for members and 7 days for Members guests, corporate members and affiliated club members.

- 3.0.6 No bookings will be accepted in advance of four months of the intended stay.
- 3.0.7 Applications for reservation will be made as per the Reservation format / fax / email and shall be completed in all respects. In particular it must be mentioned if the Guest is a Non-resident Indian or a foreign passport holder.
- 3.0.8 Reservations must be made in writing / fax / email to the Club/ Chambers Office to get confirmation.
- 3.0.9 All reservations shall be confirmed after the Secretary / Manager Chambers have approved them.
- 3.0.10 The Club reserves the right to reject any request for reservation without assigning any reason.
- 3.0.11 The Club reserves the right to ask Members / Guests residing in the rooms to vacate them within 24 hrs provided a notice is given in writing to them by the Secretary.
- 3.0.12 If the behavior or conduct of a Member / resident is injurious to the reputation and interest of the Club or is likely to disturb the peace and harmony of the Club, the General Committee reserves the right to ask such member / resident to vacate the room forthwith without notice. The general committee will view this as a serious breach of rules and take appropriate action.
- 3.0.13 In case of inappropriate behavior by residents who are Members of Affiliated Clubs the General Committee will, in addition, report in writing to the Affiliated Club recommending suitable action.
- 3.0.14 The Secretary is authorized to extend the stay of the residents staying at Chambers subject to availability of the rooms.
- 3.0.15 The Secretary is authorized to give discounts in case of non-working of facilities in the Chambers rooms.

3.1 **Reservations by Members of Bangalore Club:**

- 3.1.1 Members must ensure that they personally know the Guest/s while making the booking.
- 3.1.2 A Member will be permitted to reserve a maximum of three rooms at any one time.
- 3.1.3 A Member is allowed to block upto 12 rooms for any family occasion subject to prior approval of either the President or Chairman Chambers, by paying, in advance, the entire charges for the rooms so booked. Request for cancellation, if any, of such booking will have to be communicated either by letter, fax or e-mail. Cancellation of such booking will be accepted upto 30 days before the check-in date without any charges. If such booking is cancelled between 29 and 15 days before the check-in date, 50% of the charges plus applicable taxes will be levied as cancellation charges. Thereafter, no cancellation will be accepted, and no refund given, in any circumstances.
- 3.1.4 A Corporate Member is permitted to reserve three rooms at any one time.
- 3.1.5 No Guest of a Member will be permitted to stay for a period exceeding 7 days in a calendar month.
- 3.1.6 The same Guest will be permitted to stay for an additional period of 7 days as the Guest of another Member provided there is an interval of at least 2 days between the two periods of stay.
- 3.1.7 Extension of stay is subject to availability of accommodation and will be reviewed on a day to day basis. Prior written permission is required from the Secretary. Violation of the rule will attract a penalty of double the room rent and appropriate action as deemed fit by the General Committee.
- 3.1.8 Any unauthorized use / misuse of the premises that will bring disrepute to the Club will result in action being taken against the member/their guest as deemed fit by the General Committee.

- 3.1.9 The members account will be immediately debited at the existing room tariff for the entire duration of stay.
- 3.1.10 For members waitlisted bookings, the amount will be debited to the members account only once the booking is confirmed.
- 3.1.11 Reservation shall be made by the Secretary / Office, subject to availability and on the basis of first come first served. Members cannot stay for more than 15 days in any calendar month. There should be a gap of minimum 2 days between two periods of stay and at no stage the combined period of stay by any member not exceed more than 15 days in a calendar month. A request for reservation may be rejected without any reason being assigned. (w.e.f. 20th November 2016)
- 3.2 **Reservations by Members of Affiliated Clubs:**
- 3.2.1 Requests for reservations by Members of Affiliated Clubs must be made in writing enclosing a Demand Draft equivalent to the room rent plus applicable taxes payable for the duration of their intended stay.
- 3.2.2 An Affiliated Club Member will be permitted to make reservations for self-stay alongwith dependents and / or with a guest and can book one room at a time.
- 3.2.3 An Affiliated Club Members will be permitted to stay only for a period of 7 days in any calendar month.
- 3.3 **Waitlisted Reservations:**
- 3.3.1 Members will get priority in the waitlist for self-stay only. All other Waitlisted reservations will be confirmed strictly on a first comer first served basis.
- 3.3.2 In the case of Bangalore Club Members their account will be debited if the reservation made by them is confirmed.
- 3.3.3 In the case of Affiliated Club Members the Demand Draft sent by them will be returned if the wait listed reservation is not confirmed.
- 3.3.4 On checking out of the Chambers, charges are to be settled by Cash / Credit Card / Club Debit Card, by the Affiliated Club Members and guests of Bangalore Club Members. The transaction charges as applicable (1.5% of total transaction amount) for use of Credit Card, should be borne by the user. Only Debit Card will be used for services, namely Bar, Catering etc., by Members of Affiliated Clubs and also by the guests of Bangalore Club Members.
- 3.3.5 Affiliated Club members shall settle their bills in full by cash/ Credit Card / Club Debit Card before checking out. The transaction charges applicable should be borne by the user.
- 3.4 **Cancellations:**
- 3.4.1 Requests for cancellations shall be made in writing either by letter, fax or by email.
- 3.4.2 The following cancellation charges will be levied when confirmed bookings are cancelled:
- | | | |
|--------------------------------------|---|--------------|
| i) If cancelled before 7 days | - | No charge |
| ii) If cancelled between 7 to 2 days | - | 25% rent |
| iii) If cancelled between 48-24 hrs | - | 50% rent |
| iv) If cancelled less than 24 hrs | - | One-day rent |
- Note:**
- Advance check-out in writing (earlier than scheduled check-out of confirmed reservation) shall be treated as cancellation and cancellation charges will be levied as provided in *bye/law* 3.4.2.
 - Cancellation rates are charged in full according to the category of member / resident and the type of room booked at the tariff rate prevailing for the time of the period for which the booking is made and confirmed.
 - Taxes as applicable will be levied on cancellation.

- 3.5 **Room Tariff:** Residents will be charged as per their category and at the applicable current published tariff and applicable taxes as indicated below (SGC 27.10.2023 w.e.f. 1.11.2023):

3.5.1(a) For Members of the Bangalore Club will be charged at the rates specified below:

Type of Room	Single / double
Classic Suite	Rs. 5,500
Classic Rooms	Rs. 4,500
Executive Suite	Rs. 3,750
Standard Room-Deluxe	Rs. 3,000
Standard Room-Regular	Rs. 2,500
Extra Bed *	Rs. 750

Rates are exclusive of luxury & other taxes. Employees gratis fund @6% will be extra
* inclusive of bed and breakfast

3.5.1 (b) Members / spouse of the Bangalore Club for their self-stay between 8 pm to 9 am will be charged at the rates specified below subject to availability of room post 8 pm:

Type of Room	Single / double
Classic Suite	Rs. 2,500
Classic Rooms	Rs. 2,000
Executive Suite	Rs. 1,625
Standard Room-Deluxe	Rs. 1,125
Standard Room-Regular	Rs. 1,000
Extra Bed *	Rs. 750

Rates are exclusive of luxury & other taxes. Employees gratis fund @6% will be extra

* Breakfast not included (w.e.f. 1st October 2018)

Spot booking only.

@ Dependent & Senior Dependent has to be accompanied by Member / Spouse to use this privilege.

3.5.2(a) For Corporate Members, Members Guests, Affiliated Club Members' will be charged at the rates specified below: (w.e.f. 18 June 2022)

Type of Room	Single / double
Classic Suite	Rs. 7,000 *
Classic Rooms	Rs. 6,500 *
Executive Suite	Rs. 5,250
Standard Room-Deluxe	Rs. 4,500
Standard Room-Regular	Rs. 4,250
Extra Bed **	Rs. 1,000

Rates are exclusive of luxury & other taxes. Employees Gratis Fund @ 6% will be extra.

* Special tariff from 15th December to 5th January @ 25% extra will not be applicable.

** inclusive of breakfast.

Note: Room tariff shall not exceed Rs 7,500 inclusive of extra bed charges.

3.5.2(b) The nominees of Corporate Members of the Bangalore Club for their self-stay between 8 pm to 9 am will be charged at the rates specified below:

Type of Room	Single / double
Classic Suite	Rs. 3,250
Classic Rooms	Rs. 3,000
Executive Suite	Rs. 2,375
Standard Room-Deluxe	Rs. 1,875
Standard Room-Regular	Rs. 1,750
Extra Bed *	Rs. 1,000

Rates are exclusive of luxury & other taxes. Employees Gratis Fund @ 6% will be extra.

* Breakfast not included.(w.e.f. 1st October 2018)

- 3.5.3 For Affiliated Foreign Club Members and Foreign Guests of Club Members will be charged at the rates specified below: (w.e.f. 18 June 2022)

Type of Room	Single / double
Classic Suite	Rs. 7,000 *
Classic Rooms	Rs. 6,500 *
Executive Suite	Rs. 5,750
Standard Room-Deluxe	Rs. 4,750
Standard Room-Regular	Rs. 4,500
Extra Bed **	Rs. 1,250

Rates are exclusive of luxury & other taxes. Employees Gratis Fund @ 6% will be extra.

* Special tariff from 15th December to 5th January @ 25% extra will not be applicable.

** inclusive of breakfast.

Note: Room tariff shall not exceed Rs 7,500 inclusive of extra bed charges.

NOTE:

1. The Nationality as entered in the passport will be taken into consideration to know if the member's guest is a foreign national.
2. In case, the guest from Affiliated Foreign Club / foreign guest of member desires to pay in currencies other than rupee, the prevailing rate at 10:00 am of that day shall be taken for calculating the exchange rate.
3. In case, if it is a holiday, then the last closing exchange rate will be taken into consideration for calculating the exchange rate.
4. No additional charges will be levied for payment of room bills through Credit Cards

Type of Room	Room Nos.
Classic Suite	1 & 4
Classic Rooms	2 & 3
Executive Suite	36, 37, 38, 39, 40, 41, 42 & 43
Standard Room-Deluxe	14, 15, 20, 21, 26, 27, 32 & 33
Standard Room-Regular	11, 12, 16, 17, 18, 19, 22, 23, 24, 25, 28, 29, 30, 31, 34 & 35

- 3.5.4 Notwithstanding what is provided for hereinabove the predicated room tariffs may be temporarily reduced by a maximum of 25% in case the occupancy rate falls below 75% with prior consent of the General Committee. This benefit shall be available to Members from all categories. (w.e.f. 1st April 2022)

3.6. **Room Tariff : Special Tariff 15th December to 5th January :**

- 3.6.1 Rooms booked during the period 15th December to 5th January will be charged 25% extra on the applicable room tariff for all categories of residents.

- 3.6.2 Members / Residents in rooms during this period will be charged the special tariff that is applicable.

3.7. **Service Charges**

- 3.7.1 A Service Charge of 20% in addition to the normal Club Rates will be levied on Food, Beverages, Liquor, Soft Drinks and Aerated Water served in the rooms.

3.8. **Club Facility charges for Member's Guests & Affiliated Club Members:** (Deleted)

3.9. **Bills - Members:**

- 3.9.1 Members will settle their bills for Room rent every 7 days either by cash, cheque or credit card.
- 3.9.2 Bills for other expenses incurred by Members in respect of Bar, Catering and other facilities during their stay will be debited to their account.

3.10. **Bills - Others:**

- 3.10.1 Expenses incurred by Members' Guests, residing in the residential quarters, including room rent and all other charges, shall be debited to the account of the Member concerned for

settlement. However, Guest shall pay on presentation of the bill if so instructed by the Member. In the event that the Guest does not settle the bill on presentation at the time of departure for any reason the amount will be debited to the Member's Account.

3.10.2 Expenses incurred by all other residents shall be settled by them every 7 days either by cash or credit card.

3.10.3 Expenses incurred by residents, other than Members of Bangalore Club, in respect of Bar, Catering and other facilities, shall be settled by Club Debit Card.

3.11 **Check in / Check out:** (15th October 2017)

3.11.1 The Check-in at 1:00 pm and Check-out at 12 noon.

3.11.2 Members of Bangalore Club will produce their Club Identity Card at the time of Check-in.

3.11.3 Members of Affiliated Clubs will produce their Club Identity Cards from their Club at the time of Check-in. (GC 20-3-2020)

3.11.4 Foreigners will be required to produce their passports at the time of Check-in.

3.11.5 A minimum of one day's rent will be charged.

3.11.6 Subject to availability of accommodation early Check-in and late Check-out may be permitted. For Check-in before 1:00 pm or Check-out after 12 noon half a day's rent will be charged for a period of upto 6 hours. A full day's rent will be charged for a period exceeding 6 hours.

3.11.7 Residents are requested to give at least two hours' notice of their departure, to the Receptionist on duty, to enable timely preparation of bills, etc.,

3.12 **Use of Rooms:**

3.12.1 Rooms shall be used exclusively for residential purposes.

3.12.2 Rooms shall not be used for hosting private parties, conducting business / board meetings or interviews or otherwise. No visitors are allowed to residential rooms after 11:30 PM.

3.12.3 Residents shall ensure that they do not cause any inconvenience / nuisance to other residents.

3.12.4 Mattresses, Linen, Furniture, fittings and other articles provided in the rooms, shall not be changed or removed. Any damage, or, loss to Club property caused by the resident, shall be paid for at five times the cost.

3.12.5 Dependent Members are allowed to use the Club's residential rooms on their own, subject to the Committee's approval.

3.12.6 Members / guests residing in the chambers shall vacate the premises within 48hrs / 24 hrs when given notice in writing, by the Secretary.

3.12.7 No electrical appliances other than Radios, Television Sets and Musical Systems shall be installed or used in residential quarters. Supply of electric power to residential quarters may be restricted or, switched off when found necessary.

3.12.8 Cooking in residential quarters is prohibited.

3.12.9 Residents are requested to hand over the room keys to the Receptionist on duty and not to others when they leave their rooms.

3.12.10 Residents are responsible for the safe keeping of their valuables and personal belongings. The Club will not be responsible for any loss, damage or theft.

3.13 **Use of other areas of the Club:**

3.13.1 Members are responsible for the conduct and behaviour of their Guests during their stay. Members should ensure that their Guests are aware of the Rules, Byelaws and Dress regulations of the Club.

- 3.13.2 Members of Affiliated Clubs should familiarize themselves with the Rules, Byelaws and Dress regulations of the Club.
- 3.13.3 Residents shall be responsible for the conduct and behaviour of servants engaged by them, while such servants are within the premises of the Club. Resident's servants shall carry with them, while they are within the Club premises, an Identity Card, which will be issued by the Club Secretary. They shall be liable to be questioned and / or checked by the Club Secretary.
- 3.13.4 Residents shall not reprimand, or, punish Club employees. Complaints, if any, shall be brought to the notice of the Secretary.
- 3.14 **Usage of Club Library by Chamber guests:**
- Chamber guests are permitted to borrow books and magazines from Club Library subject to following:
- ♦ A refundable deposit of Rs. 500/- be paid by the Chamber guest.
 - ♦ Chamber guest can borrow maximum of two books and two magazines at a time.
 - ♦ Daily subscription Rs. 15/- per guest.
 - ♦ On returning of all the books and magazines, the security deposit of Rs.500/- would be refunded.

SECTION - IV : AFFILIATED CLUB MEMBERS

- 4.0 Members of Affiliated Clubs, who are not ordinarily resident within 40 kilometers of the Club's Premises, are eligible to use the facilities of the Club. Such Members may do so for a period not exceeding ten days at a time, subject to a maximum of thirty days in any calendar year. Such Members will be charged a subscription as may be fixed by the Committee in its Byelaws.
- 4.1 The restriction on the period shall, however, not apply to Permanent Members of Affiliated Clubs who take up residence in the Club's Chambers, who shall be governed by the period fixed in accordance with the Byelaws.
- 4.2 Affiliated Club Members shall, on their arrival at the Bangalore Club, contact the Secretary or the Receptionist or any other authorized person and obtain a debit card which shall be shown to Stewards, Barmen, Markers, Bearers, etc, at the time of placing orders, or, utilizing facilities, or, when demanded by any other Member of the staff. (GC 20-3-2020)
- 4.3 Affiliated Club Members shall pay a subscription of Rs.100/- per day and for every day they use the facilities, Rs.200/- per day on Fridays, Saturdays, Sundays and Holidays, which covers the use of facilities by the Member, his wife and dependent children only. In addition, they shall also be charged for games and other Departmental activities utilized by them, at the daily rates applicable to Members.
- 4.4 When an Affiliated Club Member is not entitled to credit facilities, in terms of the affiliation arrangement, he shall pay for all facilities used, in cash, by coupons, or, in such other manner as may be notified from time to time.
- 4.5 Affiliated Club Members are not permitted to bring, or, entertain guests.
- 4.6 When signing chits, Affiliated Club Members shall indicate their names as well as the name of their Parent Club in bold capital letters.
- 4.7 Infringement of Rules and Byelaws, or, conduct and behaviour, not conducive to the dignity of the Club, by any Member of an Affiliated Club, shall be dealt with appropriately by the Managing Committee and brought to the notice of the parent Club for any action they may deem fit.
- 4.8 Expenses incurred by Affiliated Club Members residing in the residential quarters in respect of Bar, Catering and other facilities, shall be paid by Debit Card. Two day's room rent for rooms booked for two days or more, and one day's rent for rooms booked for a day shall be paid in advance by Cash / Credit Card / Club Debit Card. The transaction charges as applicable (1.5% of total transaction amount) for use of Credit Card, should be borne by the user.
- 4.9 An affiliated member can avail of the room on not more than 3 occasions in a calendar year.
- 4.10 Rooms booked during the period 15th December to 5th January will be charged 25% extra on the existing room rate prevalent.

SECTION - V : PARTIES

- 5.0 The accredited banquet venues, viz., Brigadier Hill Terrace, Anchor Hall, Anchor Lawn, Brigadier Hill Annexe, General Bhatia Suite, Garden Grove and Jacaranda Lounge may be reserved for Parties by members. Such members shall be present in person at parties booked by them from commencement of the same and till its conclusion and should also sign the bill at the end of the party (GC 2.2.2024).
- 5.1 A party is one in which all expenses and responsibilities are borne by the member making the reservation and in whose name alone invitations should be issued.
- 5.2 All applications for reservation of parties in the banquet venues referred to herein supra shall be addressed to the incumbent Secretary of the Club, a maximum of 60 days in advance. Notwithstanding what is stated immediately hereinabove reservations for Banquet Venues may be made four months before the scheduled date thereof provided always such reservation may be effected against a deposit made at the relevant time of booking, being twice the rate mandated by law 5.4 hereunder, and which said deposit shall be adjusted to charges leviable under all heads of accounts attaching with the party envisaged convention in a designated venue and provided additionally that such deposit shall stand forfeited in entirety to the Club in the event of the reservation made being cancelled for any reason whatsoever. All reservations sought to be made by Members shall specify the nature of the envisaged banquet, the approximate number of guests to be invited and likely duration of the event. All arrangements required to be provided for at the envisaged event should also be specified and payment therefor unequivocally consented to be made by the intending host member/s. Guests at banquets shall necessarily confine themselves to the designated venue thereof and shall observe strictly the prescribed dress regulations predicated by the Club in this regard.
- 5.3 The President or the Vice President may grant or refuse permission for a party to be held, at their discretion.
- 5.4 Rent for the use of the Anchor Hall, the Anchor Lawn, the Brigadier Hill Annexe, Brigadier Hill Terrace, Gen. Bhatia Suite, Garden Grove and Jacaranda Lounge for Parties:

5.4.1	<u>Brig Hill Annexe</u> (min 50 - max 150 persons) Monday to Saturday (11 am to 3 pm & 3:30 pm to 6 pm) Monday to Thursday (7:00 pm to 11:00 pm) Friday, Saturday & Sunday (7:00 pm to 11:00 pm)	Rs. 5,000 Rs. 8,500 Rs. 15,000
5.4.2	<u>Brig. Hill Annexe, Anchor Hall & Anchor Lawn</u> (min 300 - max 600 persons) Monday to Saturday (11 am to 3 pm & 3:30 pm to 6 pm) Monday to Thursday (7:00 pm to 11:00 pm) Friday, Saturday & Sunday (7:00 pm to 11:00 pm)	Rs. 15,000 Rs. 20,000 Rs. 25,000
5.4.3	<u>Anchor Hall</u> (min 30 - max 50 persons) Monday to Saturday (11 am to 3 pm & 3:30 pm to 6 pm) Monday to Thursday (7:00 pm to 11:00 pm) Friday, Saturday & Sunday (7:00 pm to 11:00 pm)	Rs. 3,000 Rs. 5,000 Rs. 7,500
5.4.4	<u>Anchor Lawn for Children's Birthday / High Tea Parties</u> from 3:30 pm to 6:00 pm on all days (Monday to Sunday) (min 50 - max 150 persons)	Rs. 6,000
5.4.5	<u>Anchor Hall with Anchor Lawn</u> (min 100 - max 300 pax) Monday to Thursday (11:00 am to 3:00 pm & 3:30 pm to 6:00 pm) Monday to Thursday (7:00 pm to 11:00 pm) Friday, Saturday & Sunday (11:00 am to 3:00 pm & 7:00 pm to 11:00 pm)	Rs. 12,500 Rs. 12,500 Rs. 15,000
5.4.6	<u>Brig. Hill Terrace</u> (min 30 - max 75 persons) Monday to Sunday (11 am to 3 pm & 3:30 pm to 6 pm & 7 pm to 11 pm). Only soft music allowed.	Rs. 7,500
5.4.7	<u>Gen. Bhatia Suite</u> (min 25 - max 40 persons) Monday to Sunday (11 am to 3 pm & 3:30 pm to 6 pm & 7 pm to 11 pm)	Rs. 5,000
5.4.8	<u>Garden Grove</u> (min 30 - max 75 persons) Monday to Sunday (11 am to 3 pm & 7 pm to 11 pm). Music not permitted.	Rs. 6,000

5.4.9	<u>Jacaranda Lounge</u> (Min 10 - Max 15 persons) Monday to Sunday (11:00 am to 3:00 pm; 3:30 pm to 6:00 pm; & 7:00 pm to 11:00 pm). Music not permitted.	Rs. 2,500
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NOTE:

1. If the Banquet party extends beyond **11:00 pm till 12:00 am**, an additional fee of Rs 5,000 shall be levied on the host for Brigadier Hill Terrace & Gen Bhatia Suite. If the Banquet party extends beyond 11:30 pm an additional fee of Rs 10,000 shall be levied on the host for Brigadier Hill Annexe, Anchor Hall and Anchor Lawn and such extension shall be irrevocably terminated at 12:30 am.
2. Music is permitted in Anchor Lawn till **10:00 pm** only.
3. The number of guests may be increased on a case to case basis subject to approval of the President acting on a recommendation made in this regard by the Chairman Banquets.
4. **A party host may opt for utilization of the services of florist, photographer, videographer, event organisers, musicians from the Club vendors only subject to applicability of Club handling charges.**
5. **Additional requirement of service staff will be charged extra @ Rs.1,000 per staff.**

- 5.4.10 **Members are not permitted to reserve Banquets for the following purposes:** Public functions, meetings of service Clubs (like Rotary, Lions), commercial meetings (like product launching, dealers meet)

However, Permanent Members are permitted to hold wedding receptions for their marriage or their sons / daughters' marriage with light music.

- 5.5 Full Hall charges will be charged at the time of booking and on cancellation the member will forfeit the booking charges as mentioned below:

- 5.5.1 If cancelled thirty days in advance 50% of the amount will be forfeited.
- 5.5.2 If cancelled less than thirty days, 100% of the amount will be forfeited.
- 5.5.3 25% of the cost of the food will be forfeited if cancelled in less than 48 hours.

5.6 **Banquet Billing:**

- 5.6.1 A minimum of 75% of the estimated total cost of the party shall be paid in advance. The balance shall be paid within fifteen days from the date of party failing which the amount will be transferred to the member's monthly bill. Interest @ 3 per cent will be charged on balance amount. Party shall be confirmed only on payment of advance.
- 5.6.2 On all food billings including outsourced caterers billing 1% will be charged extra and also on the liquor supplied by the Club which would be transferred to Employees' Gratis Account. **1% service charge will be levied on all bar and catering bills raised by the banquets department (Byelaw 2.7).**
- 5.7 The duration of party shall be maximum of four hours.
- 5.8 The banquet party shall be closed at **11:00 pm** without fail, as Bar and Catering services will cease at **10:30 pm**.
- 5.9 For Birthday / High Tea parties, timings will be between 3:30 pm and 6:00 pm only.
- 5.10 Only cake can be brought from outside for use in the party.
- 5.11 Members holding Parties shall ensure that the Party is held without causing any inconvenience, or, hindrance to the normal activities of the Club. The Host Member should advise his / her guests (non-Members) to enter through Lavelle Road Gate only and park their vehicles at the designated drivers parking area.
- 5.12 Members are not permitted to reserve Banquets on behalf of non-members / friends / relatives for any functions / Banquets / party including wedding reception. If any violation of this rule is detected the member who has reserved the Banquets will have to pay a penalty equivalent to 25% of the bill

raised for the occasion and the Club shall also reserve the right to initiate disciplinary proceedings, against the member, at its sole discretion.

- 5.13 The use of video camera, keyboard, audiovisual or any other power usage equipment shall be permitted at an additional cost of Rs.1,000/- per equipment at Anchor Hall, Anchor Lawn, Brigadier Hill Annexe and Brigadier Hill Terrace. Use of Keyboard and soft instrumental music may be permitted with the prior written permission of the secretary. Only music audible in the Banquet Hall is permitted during events and such music should not be so loud as to disturb other areas of the Club. (w.e.f. 5.9.2022)
- 5.14 The Host Member should ensure that their guests and invitees confine themselves to the venue and do not stroll elsewhere in the Club premises.
- 5.15 The function should be conducted in such a manner so as to not cause disturbance or inconvenience to other users of the Club. In particular Host Members should ensure that their guests and invitees maintain the decorum of the Club.
- 5.16 Host Member shall ensure that guests and invitees conform to the requirements of *Rule 27.1* and are appropriately attired in accordance with the prescribed dress code. The Club reserves the right to refuse admission to any person who is inappropriately attired.

NOTE: Chappals without backstraps are not permitted in any part of the Club, wearing of Kurta and Pyjamas/Lungies / Dhoties/Panchay by members and guests is prohibited anywhere in the Club premises.
- 5.17 Any arrangements on special stand as a decoration will be permitted in the Anchor Hall, Brig. Hill Annexe, Foyer and Porch, Brigadier Hill Terrace and Gen Bhatia Suite. Similarly, the erection of stages, backdrops, and spot lighting is not permitted in these areas. However, erection of stages, backdrops & spot lighting is permitted only at Anchor Lawn area.
- 5.18 Decorative lighting, flower arrangements, and other decorations are permitted in the Anchor Lawn only.
- 5.19 All additional decoration, furniture will be provided by Club approved vendors only, at an additional cost.
- 5.20 Wedding receptions (only in case of Permanent Members, where wedding reception for their marriage of their son / daughter marriage would be permitted), religious functions, public functions, meetings of social service institutions, business meetings and corporate events like dealers meet, product launches and exhibitions are not permitted at any of the venues. However, all other administrative instructions on Banquet would be complied with.
- 5.21 Children's parties are not permitted to be held in the Brigadier Hill Annexe and Brigadier Hill Terrace.
- 5.22 A surcharge of 25% of the normal banquet venue charges will be charged whenever the Club premises are illuminated during the festive seasons like Deepavali & New Year.
- 5.23 Booking of party venues on Club holidays will attract double the venue charges in view of the additional cost for deployment of Club staff for providing the required services. **A further 10% on food billing will also be charged extra.**

SECTION - VI : LIBRARY & READING ROOM

- 6.0 All Members of the Club, Affiliated Members and Temporary Members, are eligible to use the facilities of the Library and Reading Room within its confined limits, without becoming Members of the Department.
- 6.1 Members who wish to borrow books from the Library will be required to register themselves with the Club Office as a Member of the Section.
- 6.2 Subscription for use of the Library for all categories of Members shall be Rs 125/- per month per Member and their dependents. Subscription for Senior Dependent Members shall be Rs 125/- per month (w.e.f. 1 April 2022)
- 6.3 Temporary, Long Term Temporary, Corporate, Civil Service and Service Members, wanting to borrow books / magazines from the Library Section shall, in addition to monthly subscription, pay a

refundable Security Deposit of Rs.500/- (Rupees Five Hundred only). This Deposit shall be refunded to Members on termination of their Library Membership.

- 6.4 Members of the Library Section shall be entitled to borrow not more than six books (*four books and two magazines*) at a time, of which not more than two books shall be new books. Books are considered new upto a period of six months from the date of purchase.
- 6.5 Lending of books / magazines will be stopped to those members, who loses books / magazines lent to them more than three times in a year.
- 6.6 For lost / non-returned books / magazines, the market cost of the book / magazine plus 25% on it will be debited to the members account.
- 6.7 If any member loses a book, which is very rare and a reference book, member is liable for appropriate action.
- 6.8 Affiliated Club Members and Temporary Members are not permitted to avail themselves of the facilities available to Library Members but may use the Reading Room.
- 6.9 The Library and Reading Room shall be open from 10.00 AM to 9.00 PM every day, transaction of books from 10:30 AM to 8:30 PM except Monday. The Library hours and Holidays may be changed by the Committee at its discretion.
- 6.10 **Late Fee:** Members shall be charged a late fee of Rs.2/- per book or magazine per day for books returned after the due date.
- 6.11 The Library Auditorium may be reserved by Members for functions only related to Literature & Culture like Book release of author member, Lecture / Demo of Art / Drama / Music by member, spiritual / management lecture by member.
 - 6.11.1 Only members can book (not transferable) atleast 10 days in advance by paying Rs. 1,000/-, however, bookings will not be accepted on Club function days & Club holidays.
 - 6.11.2 No corporate functions can be held.
 - 6.11.3 The President and Vice President may refuse permission for booking at their discretion.
 - 6.11.4 No drinks, eatables will be consumed inside the Auditorium.
 - 6.11.5 No banners, posters, publicity aids will be displayed in the premises of the Club.
 - 6.11.6 Duration of programme will be maximum of three hours.
 - 6.11.7 All the functions to be conducted between 11.00 AM and 9.00 PM.
 - 6.11.8 Club dress regulation will be followed strictly.
 - 6.11.9 Non-member guests will have to be registered as guests by paying guest charges as applicable.

SECTION - VII : GAMES

A - SWIMMING

- 7.0 Members who wish to use the Swimming Pool regularly, may register themselves with the Club Office as Members of this Department.
- 7.1 Children 4 to 12 years of age are allowed to use the Swimming Pool, if accompanied by or in presence of a Parent, or a Member. Children below the age of 4 years may use the Toddler / Children Pool only.
- 7.2 The Swimming Pool hours are from 5.30 am to 9.30 pm on all days. However, Water Polo can be played every Friday from 8:00 pm to 9:30 pm. The Pool will remain closed on all Mondays from 01 March to 31 May and first Monday of every month from June to February for super chlorination. These hours may however, be varied by the Committee, depending on the circumstances. The Swimming Pool and the adjoining area shall not be used after 9.30 pm without the express permission of the Committee. Dependent Members who are regular swimmers below the age of 16 years are not permitted to use the Pool before 9.00 am and after 6.30 pm. (w.e.f. 3.1.2020)

7.3 Users of the swimming pool with long hair (irrespective of gender or age) must wear swimming caps while using the pool. (w.e.f. 23.2.2022)

7.4 Subscription for the use of the Swimming Pool for regular Members are (w.e.f 1st April 2022):-

(a)	Individuals	Rs 350/- per month
(b)	Honorary Life Members	Rs 350/- per month
(c)	Member with spouse	Rs 450/- per month
(d)	Members with family of 4 Members	Rs 650/- per month
(e)	Associate/Corporate Members- Individuals	Rs 450/- per month
(f)	Associate/Corporate Members with family of 4 Members	Rs.750/- per month
(g)	For Non-Subscribing Members	Rs 100/- per day
(h)	Affiliated Members & room guests	Rs 100/- per day + guest & affiliated charges
(i)	Guests	Rs 200/- per day plus guest charges

Note: Steam and Sauna is complimentary for subscribing members

7.5 The Club shall not be responsible for any accidents/mishaps which may occur in the Swimming Pool.

7.6 Smoking is not permitted at Swimming Pool area.

7.7 At any given time between 6:30 AM to 8:00 AM and 6:00 PM to 9:00 PM following rules will apply:

7.7.1 12 persons / swimmers can enter the pool.

7.7.2 In case of waiting list, a swimmer can swim not more than 30 minutes in order to facilitate the other swimmers to swim.

7.7.3 Lane discipline to be followed.

7.8 Smaller Pool Timings: 5:30 am to 1:30 pm

3:00 pm to 9:30 pm

Maintenance: 1:30 pm to 3:00 pm (except Sunday) (w.e.f. 23.2.2022)

Usage:

(a) Infants under 3 years may use the toddler pool with diaper.

(b) Children above 3 years may use the smaller pool.

(c) Coaching for all ages (learners, advanced & aqua aerobics) in the smaller pool.

(d) Children below 12 years of age are allowed to use the swimming pools if accompanied by or in presence of a parent or a member.

(e) Children older than 12 years may be permitted to use the larger pool for lap / competitive swimming.

B - TENNIS

7.9 All available courts shall be open for play from 6.00 AM to 9.30 AM and 3.00 PM till 9.00 PM. Court No. 2 & 3 will be open till 8.30 PM. Dependent members who are regular Tennis players should be permitted to use all Courts. If a member is waiting, they should be allowed to complete their game and vacate the Court. However, on courts 4 Dependents have equal right at all times.

7.10 No.3 Court is for Singles. A pair playing Singles, will give way to another pair waiting to play Singles. If another pair is waiting, the playing pair on the Court must play a short set.

7.11 No.5 & 6 Courts are reserved for the use of the Club Tennis Coaches, when required by him for individual, or, group coaching sessions. When it is not required by him, it may be used by Members who, however, shall leave the court for the prescribed purpose immediately on request.

7.12 On other courts, no pair shall continue playing and no foursome shall play a second set, if other players are waiting, with no other courts being available. A short set shall always be played when other Members are waiting.

7.13 The Marker, or, Assistant Marker, may be retained only for a short set or practice for a period of 30 minutes, if their services are required by other members. Markers shall not on any account be utilised for coaching, or, teaching lessons, which are the exclusive duties and prerogatives of the

Club Coaches. Members will be required to sign for the services of the marker @ Rs 30/- for half an hour or part thereof. (w.e.f 1st April 2022)

- 7.14 The Club shall make independent arrangements for charging and collecting coaching fees, but the other staff / coach shall on no account be entitled to receive any private remuneration, except through, and as may be prescribed by, the Committee.

- 7.15 Subscription for the use of the Tennis Courts for regular Members are (w.e.f 1st April 2022):-

(a) Individuals	Rs 350/- per month
(b) Honorary Life Members	Rs 350/- per month
(c) Associate/Corporate Members	Rs 450/- per month
(d) For Non-Subscribing Members	Rs 100/- per day
(e) Affiliated Members & room guests	Rs 100/- per day + guest & affiliated charges
(f) Guests	Rs 100/- per day plus guest charges

Note: Steam and Sauna is complimentary for subscribing members

- 7.17 Members shall provide their own balls, but the Club will endeavour to obtain stocks for tournaments, with the surplus being passed on to Members, at a cost under strict rules of notice and allocation.

- 7.18 All tennis courts shall be maintained on an equal footing with an allotment of two ball boys for each court and a head ball boy to supervise, or, substitute for them, if necessary. The head ball boy shall carry out the duties assigned to him by the Coach and Marker.

C - SQUASH

- 7.19 Squash Members shall be entitled to use the Squash Court on first come first serve basis, for a period not exceeding 40 minutes, or, five games at a time, whichever is earlier. In the case of doubles not more than 60 minutes.

- 7.20 **Squash Timings:**

Weekdays: 6:30 am to 10:30 am
4:30 pm to 9:00 pm

Saturday, Sunday and Club Holidays: 6:30 am to 1:00 pm
4:30 pm to 8:30 pm

- 7.21 Subscription for the use of the Squash Courts for regular Members are (w.e.f 1st April 2022):-

(a) Individuals	Rs 250/- per month
(b) Honorary Life Members	Rs 250/- per month
(c) Associate/Corporate Members	Rs 350/- per month
(d) For Non-Subscribing Members	Rs 50/- per day
(e) Affiliated Members & room guests	Rs 100/- per day + guest & affiliated charges
(f) Guests	Rs 100/- per day plus guest charges

Note: Steam and Sauna is complimentary for subscribing members

- 7.23 **Dependent Members timings**

7.23.1 Dependent Members are allowed to use all the Courts. If a member is waiting, then they should vacate the glass court after finishing the game on hand.

7.23.2 If a member is playing with a dependent member who is in 'A' or 'B' ladder in the glass court, then they are allowed to play for the duration of the session of 40 minutes.

7.23.3 All dependent members below the age of 18 years are allowed to play Squash free of subscription. However, they should bring racquet and ball for playing. Markers will be asked to coach all these children.

- 7.24 In the event of 1 or more courts being closed for repair, timings will be changed to the following:

- Singles - 30 minutes
- Doubles - 40 minutes

- 7.25 **Shoes:** Only non-marking squash shoes with light-coloured soles will be permitted on the Squash Courts. In the interest of maintaining the Squash Courts in good condition, members are requested to change into their Squash shoes only at the Courts.
- 7.26 **Mobile phones:** Mobile phones to be kept in silent mode and no talking on mobile phones inside the Squash Court complex.
- 7.27 The Marker, or, Assistant Marker, may be retained only for a short set or practice for a period of 30 minutes, if their services are required by other members. Markers shall not on any account be utilised for coaching, or, teaching lessons, which are the exclusive duties and prerogatives of the Club Coaches. Members will be required to sign for the services of the marker @ Rs 30/- for half an hour or part thereof. (w.e.f 1st April 2022)
- 7.28 The Club shall make independent arrangements for charging and collecting coaching fees, but the other staff / coach shall on no account be entitled to receive any private remuneration, except through, and as may be prescribed by, the Committee.

D - BADMINTON

- 7.29 Badminton Members shall not be allowed to book more than one game at a time. After finishing one game, they may book another.
- 7.30 Shuttlecocks shall always be made available by the Club for purchase by members by subsidizing 15%.
- 7.31 Members playing Singles shall always give way to Members waiting and desirous of joining in or making up a Doubles Game. Dependent members are allowed to play in both the Badminton Courts, if there is no member is waiting and will vacate the court after finishing the game in progress.
- 7.32 The days and times of play shall be such as may be notified from time to time. At other times, by prior arrangement with the Secretary, it may be reserved for Members and their guests, at Rs.10/- per hour, or part thereof, for a period not exceeding two hours in the aggregate.
- 7.33 Subscription for the use of the Badminton Courts for regular Members are (w.e.f 1st April 2022):-
- | | |
|--------------------------------------|---|
| (a) Individuals | Rs 250/- per month |
| (b) Honorary Life Members | Rs 250/- per month |
| (c) Associate/Corporate Members | Rs 350/- per month |
| (d) For Non-Subscribing Members | Rs 50/- per day |
| (e) Affiliated Members & room guests | Rs 100/- per day + guest & affiliated charges |
| (f) Guests | Rs 100/- per day plus guest charges |

Note: Steam and Sauna is complimentary for subscribing members

- 7.36 **Badminton Timings:** (w.e.f. 1.4.2023)

Monday to Saturday	-	6:30 AM	to	11:00 AM
		2:00 PM	to	09:00 PM
Dependent timings		4:00 PM	to	06:00 PM
Sunday	-	6:30 AM	to	01:00 PM
		2:00 PM	to	08:00 PM

- 7.37 The Marker, or, Assistant Marker, may be retained only for a short set or practice for a period of 30 minutes, if their services are required by other members. Markers shall not on any account be utilised for coaching, or, teaching lessons, which are the exclusive duties and prerogatives of the Club Coaches. Members will be required to sign for the services of the marker @ Rs 30/- for half an hour or part thereof. (w.e.f 1st April 2022)
- 7.38 The Club shall make independent arrangements for charging and collecting coaching fees, but the other staff / coach shall on no account be entitled to receive any private remuneration, except through, and as may be prescribed by, the Committee.

E - TABLE TENNIS

- 7.39 Table Tennis may be played in the allotted space, on such days and at such times as shall be notified, and at other times, by prior arrangement with the Secretary, may be reserved by a Member and his guests at Rs.5/- per day, plus Guest Charges.
- 7.40 Table Tennis balls shall always be made available by the Club for purchase by Members, at reasonable rates.
- 7.41 (a) Monthly subscription per individual Member including Honorary Life Member (HLM) will be Rs.100/- (w.e.f 1.9.2015).
(b) Guests and Affiliated Members playing charges will be Rs.25/- per game.
- 7.41 (c) **Timings (Multipurpose Hall):**

Monday	5:30 am to 9:00 pm		
Tuesday	5:30 am to 7:00 am	9 am to 6 pm	8 pm to 9 pm
Wednesday	5:30 am to 9:00 pm		
Thursday	5:30 am to 7:00 am	9 am to 6 pm	8 pm to 9 pm
Friday	5:30 am to 9:00 pm		
Saturday	5:30 am to 7:00 am	9 am to 6 pm	8 pm to 9 pm
Sunday	5:30 am to 9:00 pm		

F - BILLIARDS

- 7.42 **Reservation of Tables:**
During the hours of play, a Member may reserve a table by putting his name on the board. If he is not present when the table is vacated, the booking shall become void. Members will play in strict priority in which their names are entered on the Billiards Board by the Marker. Any Member not availing himself of his right to play in the order of precedence will have his name transferred to the bottom of the list as at that time.
- 7.43 **Billiards Timings:**
Monday to Saturday - 3:00 p.m. to 11:00 p.m.
Sundays & Club Holidays - 11.00 a.m. to 10.00 p.m.
- 7.43.1 Dependent member above the age of 16 years are allowed to use the facilities of Billiards, if there are no member is waiting.
- 7.44 Subscription for the use of the Billiards / Snooker Table for regular Members are (wef 1st April 2022):
- | | |
|--------------------------------------|---|
| (a) Individuals | Rs 450/- per month |
| (b) Honorary Life Members | Rs 450/- per month |
| (c) Associate/Corporate Members | Rs 450/- per month |
| (d) For Non-Subscribing Members | Rs 100/- per day |
| (e) Affiliated Members & room guests | Rs 200/- per day + guest & affiliated charges |
| (f) Guests | Rs 200/- per day plus guest charges |
| (g) Club tournament entry fee | Rs 100/- per head |
- Note: Steam and Sauna is complimentary for subscribing members**
- 7.45 Any Member who damages the Billiards cloth / table, will be liable to pay a penalty, which will be determined by the Chairman Indoor Games Sub-Committee, in consultation with the Member-In-Charge.
- 7.46 The Marker, or, Assistant Marker, may be retained only for a short set or practice for a period of 30 minutes, if their services are required by other members. Markers shall not on any account be utilised for coaching, or, teaching lessons, which are the exclusive duties and prerogatives of the Club Coaches. Members will be required to sign for the services of the marker @ Rs 30/- for half an hour or part thereof. (w.e.f 1st April 2022)
- 7.47 No individual below the age of 14 years will be allowed in the Billiards Room.
- 7.48 No individual below the age of 14 years will be allowed to play Billiards.

G. HEALTH CLUB

- 7.49 Health Club Timings - Ladies : 5.30 a.m. to 9.30 p.m.
Gents : 5.30 a.m. to 9.30 p.m.
- 7.50 The subscription for use of Health Club facilities Rs.750/- per month for individual member including Honorary Life Members (HLM). For Corporate and Associate members, Rs.1,350/- per head per month. (w.e.f. 1st April 2022)

(w.e.f. 1 st April 2022)	Members / dependents	Hon. Life Member	Member guest / Affiliated Club Members	Corporate / Associate members
Gymnasium per session	Rs 100	Rs 100	Rs 200	Rs 200
Sauna or Steam bath per session for non-subscribers of Health Club or any Sports	Rs 50	Rs 50	Rs 200	Rs 200
Massage per session (Steam / Sauna is included):				
Coconut oil	Rs 350	Rs 350	Rs 500	Rs 500
Olive oil	Rs 450	Rs 450	Rs 700	Rs 700
Ayurvedic oil	Rs 650	Rs 650	Rs 900	Rs 900

Note: Steam and Sauna is complimentary for subscribing members

Massage Booking & Cancellations (w.e.f. 1st October 2019):-

- Cancellation charges : Rs 100 + tax will be charged
 Booking of massage : Maximum 1 week in advance
 Booking of massage slots : One slot per member at a time

- 7.51 Use of equipment shall be strictly in conformity to the guidelines / notices from time to time.
- 7.52 Every member is permitted to use Cardio equipment - Treadmill, Elliptical Trainer & Cycle for maximum of 20 minutes only. Members to use the treadmill as per first come first serve basis (as per the wait listing). However, if there is no waiting list for any of the Cardio equipment, then the user can continue beyond 20 minutes.
- 7.53 Children below 12 years of age are not permitted to use the facilities of Health Club. However, if the children between 12 and 16 years of age, accompanied by the parent, they may use the Cardio equipment / Resistance equipment. The subscription will be as applicable to the parent member.
- 7.54 Members who are not familiar with the use of Health Club equipment are requested to contact the instructor to prevent any injury whatsoever. Please note that Club will not be responsible for any injury due to the wrong usage of equipment.

H. BASKETBALL AND 5-A-SIDE FOOTBALL

- 7.55 Members who wish to use the Basketball and 5-A-Side Football court must register themselves with the Club Office as subscribing members of this facility / sport and pay bi-annual period subscription for periods commencing 1st April and 1st October (payment on monthly basis).
- 7.56 Dependent children of members between the ages of 6 years to 12 years are allowed to use the facility free provided their parent has registered for the facility and the Dependent Member must be accompanied by the parent or any member. Dependent children over 12 years & Senior Dependent Members will have to register and pay individual bi-annual subscription (on a monthly basis).
- 7.57 The timings of Basketball and 5-A-Side Football court are:
- | | | | | |
|------------------------------------|---|---------|----|----------|
| Monday to Friday | - | 6:30 am | to | 10:30 am |
| | | 3:00 pm | to | 08:30 pm |
| Saturdays, Sundays & Club Holidays | | 6:30 am | to | 01:30 pm |
| | | 3:00 pm | to | 08:30 pm |
- During the period of school vacation, the General Committee can take a decision with regard to timings and notify members without any bye-law amendment.
- 7.58 Subscription for the use of the Basketball and 5-A Side Football for regular Members are (w.e.f. 1st April 2022):

- | | |
|---|--------------------|
| (a) Individuals / Dependent Members over 12 years of age / Senior Dependent Members | Rs 200/- per month |
| (b) Honorary Life Members | Rs 200/- per month |
| (c) Associate/Corporate Members | Rs 200/- per month |
| (d) For Non-Subscribing Members | Rs 75/- per day |

- (e) Affiliated Members & room guests Rs 100/- per day + guest & affiliated charges
 (f) Guests Rs 100/- per day plus guest charges

Note: Steam and Sauna is complimentary for subscribing members

- 7.59 Subscribing Members / Dependent Members / Senior Dependent Members shall be entitled to use the court on a first come first serve basis, not exceeding 45 minutes at a time.
- 7.60 Smoking in the area is not permitted and mobile phones must be kept on silent mode. Eatables are not allowed in the court.
- 7.61 Shoes: Only non-marking shoes are permitted on the court. Studded and hard sole shoes are not allowed.
- 7.62 Members must bring their own Basketball and Football. The Club will endeavor to keep a few and these will be issued on request. In case on non-return of the Club ball, the member will be charged the cost.
- 7.63 Members shall not ask the supervisor to coach.
- 7.64 The Club shall make independent arrangements for coaching and charges will be collected as coaching fees. No other staff will be entitled to receive any remuneration.
- 7.65 The Club from time to time may organize matches and the timings shall be notified. An entrance fee will be charged from each member or team participating.
- 7.66 During the hours of play, a Member may reserve the court for a maximum of 45 minutes at a time, by calling the Sports Manager / Health Club Reception and registering their name and timing in the register at the Pavilion Entrance. If the reserving member / Dependent Member / Senior Dependent Member is delayed by more than 5 minutes then the reservation shall become void. Members will play in strict sequence as per their bookings / arrival.
- 7.67 Any suggestions / complaints must be addressed in writing to the Sports Manager / Secretary or put down in the Basketball Suggestion Book kept at the Pavilion Reception.

I. TOMBOLA

- 7.68 Tombola will be held on every Wednesday evening from 5:30 pm to 9:00 pm and every Sunday from 10:30 am to 2:00 pm. (w.e.f. 23.2.2022)
- 7.69 Tombola is restricted to members only and guests are not allowed.
- 7.70 Affiliated Club members are permitted to play Tombola only on payment of applicable affiliation fee at the Main Reception.
- 7.71 Chamber residents will be allowed to play Tombola during the period of their stay at Chambers.
- 7.72 Children below the age of twelve years are strictly prohibited from entering the Tombola Hall.
- 7.73 Sponsorship for Tombola can be obtained but any publicity materials should be confined to Tombola venue only.
- 7.74 The number of Tombola games is restricted to eight per day.
- 7.75 No entry fee and monthly subscription is applicable for Tombola.

J. LOCKERS FOR HEALTH CLUB / SQUASH / BADMINTON / SWIMMING / BILLIARDS / TENNIS

- 7.76 Lockers will be issued to members on first come first served basis and subject to an application made in the prescribed format.
- 7.77 Every member shall be allotted one locker at one Sports Facility area. A member may be allotted one locker in tennis, squash, badminton, health club or swimming areas, subject to subscribing to those sports. A member may be allotted a separate locker in the men's changing area and also in the women's changing area respectively, if there are separate changing rooms in that facility and against that membership number there are two subscribers. No member may have more than two lockers; i.e., one in the men's changing area and one in the women's changing area.

- 7.78 Locker fee (at such rate as may be prescribed from time to time) needs to be paid on an annual basis and valid for one year only. All renewal fees must be paid before expiry of the period. Failure to pay locker fee will result in the club having the liberty to open the locker after a notice period of 7 days and keep the contents thereof in the office/ sports office, for the member to collect the same. In the event the member fails to collect the contents within a further period of 7 days, the club shall at its discretion dispose the contents and no member shall have any claim against the club in this respect.
- 7.79 At the time of allotment of lockers, a one-time charge for the lock will be collected. Each lock shall have three keys, of which the member would be provided two and one would be retained by the club. Any loss of locker key is to be reported immediately and a new lock would be provided, the cost of which would be debited to the account of the member.
- 7.80 Lockers provided are non-transferable.
- 7.81 The ownership of the locker shall at all times vest with the club and the member only has a right to use the same in accordance with the rules and byelaws of the club.
- 7.82 A member seeking allotment of a locker would be required to sign an undertaking in the prescribed form.
- 7.83 No illicit or illegal items may be kept in the locker and if any illegal or illicit item is found in a locker, the same shall be deemed to be a breach of the club rules resulting in disciplinary action in accordance with the rules of the club.
- 7.84 The club reserves the right to open and inspect the contents of the locker without any prior notice to the member
- 7.85 If a locker is damaged, the damages will be assessed and the member will be liable to pay the cost of the damage / repair & replacement.
- 7.86 The Club is not responsible for any loss or damage or theft of any items in the locker.
- 7.87 The member against whose membership number the locker is allotted shall be solely responsible for adherence to the byelaws regardless of whether the same is used by a Spouse, Senior Dependent or Dependent member.

K. USAGE OF TOWELS AT THE CLUB

- 7.88 One towel will be issued to every member on signing the register, kept at the Swimming Pool desk and at the Health Club desk.
- 7.89 Any additional towels required by the members, will be charged @ Rs.15/- each plus GST and debited to concerned members account.

SECTION - VIII : CARDS

- 8.0 The Cards Room will be opened as follows (SGC 6th December 2023 w.e.f. 12.12.2023):
- 8.0.1 **Rummy Room:** Thursday - 2:00 pm to 11:00 pm
Other days - 3:00 pm to 11:00 pm
- 8.0.2 **Bridge Room:** Sunday to Saturday - 2:00 pm to 9:00 pm
- 8.1 No table reservation is permitted at Rummy room and Bridge room.
- 8.2 Ordinarily the games of Bridge, Rummy and Whist only shall be played.
- 8.3 Outstation Members and Members of Affiliated Clubs using the Cards Room, shall be charged Rs.75/- per day.
- 8.4 New Card packs will be made available for Members' use once every fifteen days. If, however, Members wish to purchase new packs for play, they will be made available at prices that will be notified from time to time.
- 8.5 Members are not permitted to bring their own Cards, but shall use the Cards supplied by the Club, or bought from the Club.

- 8.6 Members introducing guests in the Card Rooms, shall be responsible for any liabilities incurred by their guests.
- 8.7 No refreshment of the type which, when handled, may spoil the Cards, will be supplied, or, permitted in the Card Rooms.
- 8.8 No refreshment / eatables of any type, shall be brought from outside the Club and used in the Card Rooms.
- 8.9 No smoking inside the Cards Room will be permitted.
- 8.10 Husband and Wife, or, close relations, shall not play on the same table when there are two tables. When there is only one table, they may play on the same table, but shall sit farthest from each other, irrespective of the Rules evolved for seating at the table.
- 8.11 Any difference of opinion arising in the playing of Cards, or, in the interpretation of the Rules prescribed, shall be resolved by the Member-In-Charge, or a representative of the Cards Committee.
- 8.12 **Rummy / Bridge Monthly subscription:** (1.12.2015)

a) Individual Members	-	Rs. 200/- per month
b) Honorary Life Members	-	Rs. 200/- per month
c) Per Member Couple	-	Rs. 400/- per month
d) Casual Basis Member	-	Rs. 50/- per day
e) Member's Guests for playing Rummy	-	Rs. 100/- per day
f) Member's Guests for playing Bridge	-	Rs. 75/- per day
g) Affiliated Club members playing Rummy	-	Rs. 75/- per day
h) Affiliated Club members playing Bridge	-	Rs. 75/- per day

- 8.13 **Gambling:** The General Committee shall be the sole judge of what constitutes as gambling.
- 8.14 **Bridge Rules:** The International Code as formulated by the American Contract Bridge League is applicable to the playing of Bridge in the Bridge Room. A copy of the same will be permanently available in the Bridge Room for reference. The above laws will apply both to ordinary games as well as tournaments and rulings therein will be final.

SECTION - IX : DRESS REGULATIONS

- 9.0 Bangalore Club is one of the most distinctive and distinguished Clubs in India. All Members, dependents and Guests are expected to be dressed in appropriate attire while in the Club premises and maintain the decorum and dignity of the Club.
- 9.1 **Gentlemen:** In keeping with the fine traditions of our Club, all gentlemen, including male children of 16 years of age and older, are required to be appropriately attired.
- 9.1.1 **Club House (including Patio behind The Bar as well as Patio between the main lounge and Mixed Lounge):** Appropriate attire includes shirt / T-shirt with collar, jeans, trousers, shoes. Shoes include leather shoes, suede shoes and sandals with backstrap,

Inappropriate attire includes Shorts of any kind; T-shirts and shirts without a collar; pyjama, kurta, jogging outfits; track suits, caps; any type of slippers and sandals without back straps. (w.e.f. 1st Feb 2024)
- (i) The Bar Patio Only:** Sports shoes, jogging outfits, tracksuits and any type of athletic clothing are permitted from 3:00 pm to 8:00 pm only.
- 9.1.2 **Club Lawns:** Appropriate attire includes shirt / T-shirt with or without collar, combination of kurta and jeans, trousers / shorts (Bermuda). Footwear such as shoes / sports shoes / sandals with back strap. Caps / hats can be worn in these areas. Sports shoes, jogging outfits, track suits, Bermuda shorts and any type of athletic clothing are permitted on weekdays upto 8:00 pm only. On Sundays, Bermuda shorts are permitted upto 8:00 pm. (1.9.2022)

Inappropriate attire Slippers / flip flops and spikes of any kind at all times. Sports attire will not be permitted during Sunday lawn service from 12:30 pm to 3:00 pm. (w.e.f. 1st Feb 2024)

9.1.3 **Party areas (Hosted by Members):**

Brig. Hill Annexe, Anchor Hall, Anchor Lawn, Brigadier Hill Terrace, Maj Gen Bhatia Suite: As applicable in the evening at the Lawn area.

- 9.2 **Ladies:** Ladies, including female children 16 years of age and older, should be attired in a comparable degree of formality as that prescribed above for gentlemen. Inappropriate attire in the Club premises other than sports areas, is defined as any type of athletic clothing and jogging outfits after 8:00 pm and Sunday lawn services.
- 9.3 **Sports Areas:** Sports areas users should be appropriately attired in keeping with the acceptable norms of the particular facility.
- 9.4 Inappropriate or unacceptable dress is any attire, which the Secretary / Deputy Secretary at their discretion, consider to be unsuitable. Users of the Club who are inappropriately attired will be asked to leave the Club premises and will be denied service.
- 9.5 The President / Secretary may at their discretion on medical grounds or otherwise relax the code in respect of footwear for individual Members for such period as they deem reasonable.
- 9.6 The wearing of kurta & pyjamas and / or lungies / dhoties / panchay by a member is prohibited anywhere in the Club premises.
- 9.7 **Mysore Room:** The attire for the Mysore Room will be the same as the rest of the Club House i.e., shirt / T-shirt with collar, jeans, trousers, shoes. Shoes include leather shoes, suede shoes and sandals with backstrap.
- Inappropriate attire includes Shorts of any kind; T-shirts and shirts without a collar; pyjama, kurta, jogging outfits; track suits, caps; any type of slippers and sandals without back straps.
- 9.8 **Dining Hall Breakfast Service:** Upto 10:00 am daily sportswear is permitted at dining hall in Main Club House.
- 9.9 **Sports Bar (Firefly):** Sports dress is permitted at Sports Bar (Firefly). However, no slippers are permitted.
- 9.10 **Shopping Complex:** Sports dress is also permitted at Shopping Complex from 8:00 am to 10:00 pm.
- 9.11 **Outsourced Coffee Shop:** Sports dress is also permitted at the Coffee Shop upto 11:00 pm. (w.e.f. 1st Feb 2024)
- 9.12 **General:** Slippers of any kind are not permitted in any part of the Club. (w e f 18-11-19)

SECTION - X : RESTAURANTS

10.0 **Timings of Sports Lounge**

Tuesday to Thursday - 12 noon to 11 pm
 Friday - 12 noon to 12:30 am
 Saturday - 11 am to 12:30 am
 Sunday - 11 am to 11 pm

Bar at Lounge:

6 pm to 11 pm
 6 pm to 12:30 am
 11 am to 12:30 am
 11 am to 11 pm

Monday closed for maintenance (w.e.f. 19th December 2016)

SECTION - XI : DISCIPLINARY PROCEEDINGS PROCEDURES & PRINCIPLES OF DOMESTIC ENQUIRY

- 11.1 **Issuance of Disciplinary Notice:** If, in the opinion of the General Committee, the conduct of any Member of the Club (whether within or outside the Club) is injurious to the reputation and interest of the Club, or is likely to disturb the order and harmony of the Club, the General Committee shall, through a decision taken in this regard at a meeting, or, in an emergent situation, by means of a circular resolution upon at least a majority of the elected members of the General Committee signifying in writing their approval to such circular resolution, issue a written notice, hereinafter referred to as the "Disciplinary Notice", in terms of

Byelaw 11.2 below, through registered post (with acknowledgement due) to such Member at his/her last known address, as listed in the records of the Club, or personally serve such written notice on such Member against his / her written acknowledgement, appraising him of the charges made against him/her and calling for his/her explanation in respect of the charges made in the notice, within a stipulated period of time. In case the member does not reply within the stipulated date as mentioned in the Disciplinary Notice, the Committee may extend the time by another 7 days for the member to send his/her reply to the Disciplinary Notice.

11.2 Contents of Disciplinary Notice & Charges: The Disciplinary Notice shall state and list, in as detailed and specific a manner as possible, the conduct of, or acts committed by the concerned Member of the Club which have caused or given rise to the issuance of such Disciplinary Notice and specifically ask him / her to show cause as to why appropriate action should not be invoked as per the Club's Rules.

11.3 Receipt of Reply: Upon receipt of the reply from the member, the General Committee shall consider the same. If in the opinion of a majority of the members of the General Committee, the reply from the member is acceptable then the case shall be closed. If the majority opinion of the members of the General Committee is that the reply is not satisfactory and acceptable, then an Enquiry Committee shall be constituted, and a letter be sent to the member to appear before the Enquiry Committee on a stipulated date and time for an enquiry.

11.4 Constitution of Enquiry Committee: The General Committee shall nominate three Permanent Members of not less than 15 years standing as permanent members of the club to serve on an Enquiry Committee. One of the members of the Enquiry Committee shall be a member of that year's legal sub-committee, who shall also be Chairman of the Enquiry Committee. A member approved to serve on this enquiry committee shall not serve on more than two enquiry committee in a functional year. The tenure of this committee shall only be for a particular enquiry. The Secretary of the Club shall be a permanent observer at such Enquiry Committee hearings.

11.5 General Powers of the Enquiry Committee: The Enquiry Committee shall be entitled and empowered to ascertain, examine, review and enquire into all facts and circumstances relating to the matter under enquiry and constituting the basis of the charges against the Member under enquiry, including the conduct of such Member or acts committed by him / her which have caused or given rise to the issuance of the Disciplinary Notice. The Enquiry Committee will submit its detailed report to the General Committee and follow the procedures stipulated in Byelaw 11.9 below with regard to the conduct of its enquiry proceedings / hearings. This committee shall have access to any relevant files on request.

11.6 Enquiry Against Member or Members: If more than one Member of the Club is involved in transaction of misconduct or acts which have caused or given rise to the issuance of the Disciplinary Notice, the General Committee shall issue individual Disciplinary Notices to each such Member and shall, in this regard, follow the same procedures or principles as set forth in this Byelaw 11 with regard to each such Member under enquiry; provided however that, where more than one such Member of the Club is involved in the same conduct or acts which have caused or given rise to the issuance of the Disciplinary Notices, there shall be no need to constitute separate Enquiry Committees.

11.7 Extension of Time: In the event the Member under enquiry requests (in writing) an extension of time to submit his / her or their written explanation or defense, or requests an extension of the date fixed pursuant to Byelaw 11.3 above, any such request may be granted or rejected by the Enquiry Committee considering the gravity of each particular case and the likely consequences of any delay caused by any such extension to the reputation and interest, or the order and harmony, of the Club.

11.8 Suspension Pending Enquiry: Notwithstanding the provisions of this Rule 23.10(ix) and as specifically provided for in Rule 23.10(ix) of the Rules of the Club, the General Committee is entitled, before issuance of the Disciplinary Notice, to suspend from membership of the Club the Member concerned, if, in the General Committee's opinion, the gravity of the case so warrants; provided however that, the period of such suspension from membership shall not exceed one month pending the enquiry procedures and principles provided for in this Byelaw 11, and any further orders thereon.

11.9 Failure to Reply: In the event the Member under enquiry fails to reply to the Disciplinary Notice, the Enquiry Committee may still, in addition to its powers under Byelaw 11.4 above, proceed to conduct its enquiry proceedings / hearings in accordance with Byelaw 11.10 below.

11.10 Voluntary Admissions: If the Member under enquiry voluntarily admits to the General Committee his or her misconduct in writing, the General Committee shall be entitled, pursuant to and in accordance with Byelaw 11.11 below, to decide the reprimand or suspension from membership or any other permitted punishment as provided for in, and in accordance with, the Club's Rules from time to time in force, but in any

such decision the General Committee shall take into account such voluntary admission as well as consider the past record of such Member of the Club. In any event, the General Committee shall be entitled, in such circumstances of voluntary admission, to continue to proceed with the enquiry and the opportunity of a personal hearing pursuant to Byelaw 11.11 below.

11.11 Conduct of Enquiry Proceedings / Hearings: At the date and time fixed in the Byelaw above (or as extended pursuant to Byelaw 11.7 above), or at any adjournment thereof, the Enquiry Committee shall meet and conduct the enquiry into the matter and shall, in this regard, adhere to the following procedures at such enquiry proceedings / hearings:

- (i) The Member of the Club under enquiry shall be present, in person, at such meeting in order to put forth his/her explanation or defense to what has been stated in the Disciplinary Notice, including the contents of any reply that he/she may have submitted.
- (ii) The Enquiry Committee shall provide the Member under enquiry with adequate, sufficient and reasonable opportunity to present his / her explanation or defense before such Enquiry Committee.
- (iii) Should the Member under enquiry seek further time to present his/her explanation or defence before the Enquiry Committee, such request may be granted or rejected by the Enquiry Committee, and if such request is accepted, the Enquiry Committee proceedings/hearings shall be adjourned accordingly to such date & time as it may fix.

11.12 Completion of Enquiry: Following the Enquiry Committee's inquiries and proceedings / hearings as per Byelaw 11.7 and 11.11 above, respectively, the Enquiry Committee shall complete its enquiry and submit its detailed report and findings to the General Committee and to the Member under enquiry within five days of the conclusion of its proceedings / hearings. Such report shall contain a statement of the findings of the Enquiry Committee based on its inquiries and the proceedings / hearings it has conducted. The duration of the enquiry process should not exceed 60 days.

11.13 Decision on Enquiry Proceedings/Findings, General Committee Proceedings: Upon receipt of the Enquiry Committee's report, the General Committee shall meet within 30 (thirty) days from the date of the enquiry report to consider the Enquiry Committee's report as well as its findings therein, at which meeting of the General Committee the Member under enquiry may, if he/she so wishes, present his/her explanation or statements to the General Committee. After taking into consideration such Enquiry Committee's report and findings, any statement or explanation made by the Member under enquiry to the General Committee, and any reply by such Member to the Enquiry Committee's report and findings, the General Committee shall, in accordance with Rule 23.10(ix) of the Club's Rules, decide by two-thirds of its members voting at such meeting whether the Member concerned has merited a reprimand or suspension from membership or any other permitted punishment as per the Club's Rules from time to time in force (including recommending to the General Body any extended period of suspension beyond twelve months or recommending to the General Body, the member's expulsion from membership of the Club); provided however that, any such suspension by the General Committee shall not exceed twelve calendar months. A notice of the decision of the General Committee shall be immediately sent to the Member concerned by the Secretary and also remain affixed on the Club's notice board during the entire period of suspension. Further, during the period of suspension from membership, the spouse and dependents of the concerned Member shall also not be entitled to enter or use any of the facilities of the Club.

11.14 The enquiry shall strictly follow principle of natural justice.

SECTION - XII : MEDIATION PROCEDURE

12.1 Constitution of Mediation Subcommittee: The General Committee shall constitute a Mediation Subcommittee by appointing an elected Committee Member, as its Chairperson. The Secretary of the Club will be an ex-officio member of the Mediation Subcommittee to provide continuity, but without any voting rights.

12.2 Nomination of Persons: The Mediation Subcommittee will consist of five members including the Chairperson of which at least one shall be a lady member.

12.3 Duration of Mediation Subcommittee: The duration of Mediation Subcommittee shall be one year, from one Annual General Meeting (AGM) to another Annual General Meeting (AGM) and a new Mediation Subcommittee shall be reconstituted by the incoming General Committee.

12.4 Eligibility Criteria to serve on Mediation Subcommittee: The eligibility for inducting members to the Mediation Subcommittee will be, any Permanent member of good standing and having been a member of the Club continuously for 10 years

12.5 Panel of Mediators:

- i) The Mediation Subcommittee may also invite a mediator, from amongst the Club members, to assist the Mediation Subcommittee. He / she should be a qualified and a certified mediator having undergone 40 hours of mediation training.
- ii) Whenever possible, the Mediation Subcommittee shall try to dispose off the grievances through the Mediation process, either by themselves or by nominating a Mediator amongst the members.
- iii) The Mediation Subcommittee may appoint one or more Mediator(s) from their Subcommittee members, to mediate the dispute.

12.6 Grievances for mediation:

- i) The Mediation Subcommittee shall take up matters concerning members only.
- ii) The Mediation Subcommittee may decide whether to entertain a complaint for mediation or not.

12.7 Procedure of Mediation Subcommittee:

- i) The Mediation Subcommittee shall follow the laid down Byelaws / procedure and the majority decision will be taken as per the Byelaws.
- ii) If a member has reservations against any member of the Mediation Subcommittee, due to conflict of interest in respect of dispute, he / she may give a letter in writing to this effect.
- iii) Any member of the Mediation Subcommittee, who is interested or connected with the subject matter of dispute, or is related to any one of the parties, or to those who represent them may recuse himself / herself, unless such objection is waived by all the parties in writing.

12.8 Role of mediator: The mediator shall attempt to facilitate voluntary resolution of the dispute of the concerned parties referred by the General Committee. They shall communicate the view of each party to the other, assist them in identifying issues, reduce misunderstandings, clarify priorities, explore areas of compromise and generate options in an attempt to solve the dispute, emphasizing that it is the responsibility of the parties to take the decisions which affect them. He / she shall not impose any terms of settlement on the parties.

12.9 Parties alone responsible for taking decision: The parties must understand the mediator only facilitates arriving at a decision, to resolve disputes and that he / she will not and cannot impose any settlement, nor does the mediator give any warranty that the mediation will result in a settlement. The mediator shall not impose any decision on the parties.

12.10 Time limit for completion of mediation: The time limit for completion of mediation shall be 60 days from the date of commencement of mediation.

12.11 Confidentiality, disclosure and inadmissibility of information:

- i) Mediation is a confidential process. During the mediation, any information discussed with the mediator or any other issues discussed, will not be revealed to others.
- ii) Any documents or records or communications produced confidentially during the mediation process, shall not be used in any judicial forum.

12.12 Privacy: Mediators shall not be called to give evidence in any other forum or judicial forum.

12.13 Settlement agreement: The settlement of agreement arrived at by the parties will be communicated to the General Committee.

- i) In case of settlement of mediation, the General Committee will be informed that the "Mediation has been successful".
- ii) In case of failure, the Committee will be informed "Mediation Failure". This is in keeping with the privacy and confidentiality of the process.

