# Constitution

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**CONSTITUTION** **Page**


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# Constitution

**Article 1 - Name**
The name of the Club shall be "Chinese Swimming Club", (hereinafter in this Constitution referred to as "the Club").

**Article 2 - Address**
The registered place of business of the Club shall be at 21 Amber Road, Singapore 439870.

**Article 2A - Definitions**

2A.1 "Bye-laws" shall mean the Bye-laws of the Club.

2A.2 "Club's premises" shall mean the premises of the Club at 21 and 34 Amber Road, Singapore 439870 and such other premises as the Club may acquire or use to provide facilities to its members.

2A.3 "Nominees" means nominees of a Corporate (Transferable) Member.

2A.4 "Principal Members" means Ordinary (Transferable), Life (Transferable) and Associate (Transferable) Members. Principal Memberships shall mean the membership of Principal Members.

2A.5 "Voting Members" means Ordinary (Transferable) and Life (Transferable) Members only.

2A.6 In the Constitution, where the context allows, the singular shall include the plural and vice versa and one gender shall include the other genders. Headings of Articles are for convenience only and are not to affect the interpretation of the Articles.

**Article 3 - Objects**
The objects of the Club shall be:

a. To provide and encourage swimming, sports, recreational, social and cultural activities.

b. To seek affiliation with other associations and clubs so that Members may enjoy a comprehensive range of sports, social and recreational facilities both locally and regionally.

c. To promote and organise any scheme of assistance or any scheme for raising and dispensing funds for charitable or benevolent purposes amongst members or other persons in Singapore.

**Article 4 - Colours**
The colours of the Club shall be white and green.

**Article 5 - Membership**

**5.1 There shall be the following categories of membership:**

**a. Honorary Members**
Any individual who has distinguished himself in swimming, sports or other activities or has rendered meritorious services to the Club may be conferred Honorary Membership upon approval by first the Management Committee and then a General Meeting.

**b. Ordinary (Transferable) Members**

(i) Any Chinese Singapore citizen or Chinese Singapore permanent resident of 21 years of age and above is eligible to apply to the Club to be an Ordinary (Transferable) Member. His membership shall be an Ordinary (Transferable) Membership.

(ii) All existing Ordinary Members shall be known as Ordinary (Transferable) Members and their memberships shall be deemed to be converted into Ordinary (Transferable) Memberships.

**c. Life (Transferable) Members**

(i) With effect from 9 May 1982 (resolution of 67th Annual General Meeting) there shall not be any conversion of Ordinary Memberships to Life Memberships of the Club. The existing Life Members shall continue to enjoy the same privileges.

(ii) All existing Life Members shall be known as Life (Transferable) Members and their memberships shall be deemed to be converted into Life (Transferable) Memberships.

**d. Corporate (Transferable) Members**

(i) Any company is eligible to apply to the Club to be a Corporate (Transferable) Member.

(ii) All existing Corporate Members shall be known as Corporate (Transferable) Members and their memberships shall be known as Corporate (Transferable) Memberships. The existing transferability of such Memberships shall continue.

**e. Associate (Transferable) Members**

(i) Any non-Chinese Singapore citizen or non-Chinese Singapore permanent resident of 21 years of age and above is eligible to apply to the Club to be an Associate (Transferable) Member. His membership shall be an Associate (Transferable) Membership.

(ii) All existing Associate Members shall be known as Associate (Transferable) Members and their memberships shall be deemed to be converted into Associate (Transferable) Memberships.

**f. Spouse Members**

(i) All married persons who become Principal Members, Nominees or Term Members on or after 28 April 2013 are required to register their spouse as Spouse Members. All single persons who become Principal Members or Term Members on or after 28 April 2013 and are subsequently married are also required to register their spouse as Spouse Members.

(ii) With effect from 28 April 2013, an application for Principal Membership or Nominee membership by a married person shall not be considered unless accompanied by an application for Spouse Membership for the spouse.

(iii) With effect from 28 April 2013, an application for Term Membership by a married person shall not be considered unless accompanied by an application for Spouse Term Membership for the spouse.

(iv) The requirements relating to applications for membership as in (ii) above shall apply equally to transferees of Principal

Memberships as though the transferee was making a membership application as in (ii).

(v) Where two single persons who are each a Principal Member or Term Member subsequently get married, they shall be exempt from complying with the provisions of this sub-Article 5.1(f) until one of them ceases to be a Principal Member or Term Member.

(vi) Where an individual is a Principal, Nominee or Term Member, as long as the Principal, Nominee or Term Membership is not terminated, that individual shall not be permitted to de-register his/her Spouse or Spouse Term Membership respectively, except in the event of divorce or death.

(vii) If the spouse of a Principal, Nominee or Term Member is not registered with the Club in accordance with Article 5.1(f)(i) above, that Member will be required to register his/her spouse as a Spouse Member and pay an administrative fee as determined by the Management Committee. Failure to do either may result in disciplinary proceedings against that Member.

(viii) All married persons who became Principal Members, Nominees or Term Members before 28 April 2013 may register their spouse as Spouse Members.

**g. Junior Members**

(i) All children of Principal Members, Nominees or Term Members shall be registered with the Club as Junior Members or Junior Term Members within six (6) months of each child attaining the age of twelve (12) years.

(ii) Any child of a Principal Member, a Nominee's child or a Term Member's child, between the ages of 12 to 20 (inclusive), who is not already registered as a Junior Member or Junior Term Member, as the case may be, shall apply to be a Junior Member or Junior Term Member, accordingly.

(iii) All children who are presently registered as Child Members or Child Term Members shall be automatically converted to Junior Members or Junior Term Members, respectively.

(iv) The registration requirements in (i) and (ii) above apply equally to transferees of Principal Members.

(v) Where an individual is a Principal, Nominee or Term Member, as long as the Principal, Nominee or Term Membership is not terminated, that individual shall not be permitted de-register his/her child's Junior/Junior Term Memberships respectively, except in the event of death of the child or where the member loses custody of the child.

(vi) If a child of a Principal, Nominee or Term Member is not registered with the Club in accordance with this Article, that Member will be required to register his/her child as a Junior/Junior Term Member and pay an administrative fee as determined by the Management Committee. Failure to do either may result in disciplinary proceedings against that Member.

(vii) A child of a Principal Member who is a Junior Member may apply to be an Ordinary (Transferable) or Associate (Transferable) Member when he reaches the age of 21 provided he satisfies the requirements of an Ordinary/ Associate (Transferable) Member. The application may be made within 6 months before he reaches the age of 21. This provision shall not apply to a Junior Member who is born on or after 1 May 2018 or to a Junior Member of a Nominee.

(viii) All Junior Members who successfully convert to Ordinary (Transferable) or Associate (Transferable) Members under Article 5.1(g)(vii) and who are between the ages of 21 and 24 years shall pay a concessionary monthly subscription fee as determined by the Management Committee.

**h. Sports Members**

All existing Provisional Members shall be known as Sports Members. The Management Committee may recommend, accept, approve any individual who has the potential to excel in sports as a Sports Member provided that the Sports Membership is subject to the annual review of the Management Committee. In addition, the Management Committee may at any time terminate a Sports Membership or restrict a Sports Member's rights and privileges. Sports Memberships cannot be converted into any other type of membership and are not transferable.

**i. Temporary Members**

The Management Committee may recommend, accept or approve any individual to be a Temporary Member on such terms as it thinks fit.

**j. Visiting Members**

The Management Committee may recommend, accept or approve any individual to be a Visiting Member on such terms as it thinks fit.

**k. Social Members**

(i) Any person of the age of 21 and above may apply to the Management Committee to be a Social Member.

(ii) A Social Member shall have restricted access to the facilities of the Club as specified in the Constitution and in the Bye-laws.

(iii) The Management Committee may at any time restrict a Social Member's right and privileges.

**l. Term Members**

Any individual who is not a Singaporean or permanent resident who is 21 years of age and above is eligible to apply to the Club to be a Term Member. His membership shall be a Term Membership. Such Term Membership shall have a membership period of either one (1) year or two (2) years.

## 5.2 Admission of Members and Nominees and Termination of Memberships and Nominations

a. Any person applying to be a member or to be a member in a different category, including a proposed transferee, shall complete and submit a prescribed application form for the relevant category of membership. All applications are subject to the approval of the Management Committee. Any application to be an Ordinary or Associate (Transferable) Member or a Corporate (Transferable) Member or a Term Member must be supported by a proposer and a seconder.

b. The General Manager/Secretary of the Club shall display the particulars of an applicant for an Ordinary or Associate (Transferable) Membership or a Corporate (Transferable)

Membership or a Term Membership or a Junior Term Membership on the Club's Notice Board for a period of not less than 2 weeks for the attention of members. Thereafter, he shall present the application to the Management Committee for consideration.

c. Any objection to an application to be an Ordinary or Associate (Transferable) Member or a Corporate (Transferable) Member or a Term Member or a Junior Term Member may be made only by a Principal Member and this shall be made in writing to the Management Committee for their consideration within 2 weeks from the date of display of the name of the applicant on the Club's Notice Board.

d. The Management Committee's decision on any application shall be final. No reason need to be given and its decision shall not be questioned by any member or the applicant.

e. A rejected applicant may not submit another application until the expiry of 12 months from the date of rejection.

f. The successful applicant shall be notified by the Club and requested to comply with such conditions as determined by the Management Committee before the applicant becomes a member.

g. Upon compliance, the applicant shall become a member of the Club in such category for which the application was approved and be entitled to all the benefits and privileges of the category and be bound by this Constitution and the Bye-laws.

h. If the applicant does not comply with the conditions by the deadline mentioned in the notification mentioned in f. above, the application shall be deemed to be rejected subject to the discretion of the Management Committee to allow an extension for compliance on such terms as the Management Committee thinks fit.

i. (i) The Management Committee may from time to time close and re-open applications for membership which are not from transferees of members.

(ii) Applications for memberships from transferees of members

shall be open unless otherwise determined in a general meeting.

j. Nominees of Corporate (Transferable) Members

(i) A Corporate (Transferable) Member shall be entitled to complete and submit a prescribed form to nominate up to four persons as its nominees being officers or employee of that company as the case may be. The fee payable in respect of each nomination shall be determined by the Management Committee. The fees are to be paid upon application and irrespective of whether any nomination is submitted at the time of application.

(ii) Any nomination, whether original or substituted, of a Corporate (Transferable) Member shall be subject to approval by the Management Committee. The Management Committee's decision on any nomination shall be final. No reason needs to be given and its decision shall not be questioned by any member or the nominee. Any substitution of a nominee shall be subject to such terms as the Management Committee thinks fit.

(iii) Any nomination may be terminated by the Corporate (Transferable) Member. Any nomination may be terminated by the Management Committee on the same grounds as the membership of any member may be terminated.

(iv) Any nomination shall be deemed to be terminated without the need for a written notice upon the termination of the membership of the Corporate (Transferable) Member.

k. Unless stated otherwise in this Constitution, a membership shall be terminated only when written notice to that effect is given to or by the member or, where applicable, when the membership expires by effluxion of time, whichever is the earlier.

l. The Management Committee may give written notice to terminate any membership under Article 6 of this Constitution.

m. (i) The Management Committee may give written notice to terminate the membership of an Honorary, Sports, Temporary, Visiting or Social Member upon the death or bankruptcy of the member.

(ii) The Management Committee may at any time give written notice to terminate the membership of an Honorary, Sports, Temporary, Visiting or Social Member.

n. The Management Committee may give written notice to terminate the membership of a Spouse Member upon the death of the Spouse Member or when the Spouse Member is divorced from a Principal Member. The Management Committee may give written notice to terminate the membership of a Spouse Term Member upon the death of the Spouse Term Member or when the Spouse Term Member is divorced from a Term Member.

o. The Management Committee may give written notice to terminate the membership of a Junior or Child Member upon the death of that child or when that child's parent who is a Principal Member loses custody of that child. The Junior or Child Membership shall be deemed to be terminated, without the need for a written notice, when the Junior or Child Member reaches the age of 21. Article 5.2(o) applies equally to all Child Term Members.

p. The Management Committee may give written notice to terminate:

(i) The Spouse or Child Membership of a spouse or child of a Nominee upon the death of the spouse or child respectively;

(ii) The Child Membership of a child of a Nominee where the Nominee loses custody of the child.

q. (i) A Spouse, Junior or Child Membership shall be deemed to be terminated, without the need for a written notice, upon the termination of the Principal Membership.

(ii) A Spouse or Child Membership of a spouse or child of a Nominee shall be deemed to be terminated, without the need for a written notice, upon the termination of the membership of the Corporate (Transferable) Member or the termination of the nomination of the Nominee.

(iii) A Spouse Term or Child Term Membership shall be deemed to be terminated without the need for a written notice,

upon the termination of the Term Membership.

r. If a Principal Member ceases to be a Singapore citizen or Singapore permanent resident, he shall notify the Club accordingly and transfer his membership within one year from the date he ceases to be a Singapore citizen or a Singapore permanent resident ("the Date of Cessation") or from 30 April 2000, whichever is the later. The Club may also notify the Principal Member to transfer his membership within one year from the Date of Cessation and if the Club is unaware of the Date of Cessation, the date of the Club's notice shall be deemed to be the Date of Cessation. If the Principal Member fails to transfer his membership within the one year period, the Management Committee may transfer his membership for him or terminate his membership without transferring it.

**5.3 Privileges of Members**

a. Only Ordinary (Transferable) and Life (Transferable) Members shall have the right to propose and second resolutions and to vote at general meetings, hold office in the Management Committee or be appointed Chairperson of a Standing Committee. Only Principal Members may attend general meetings.

b. Only Principal Members may propose or second a person or company applying to be an Ordinary (Transferable) or Associate (Transferable) Member or a Term Member or a Corporate (Transferable) Member.

b.1 Term Members may only propose or second a person applying to be a Term Member.

c. Members and Nominees shall have access to all the facilities and privileges of the Club unless otherwise provided in this Constitution or the Bye-laws.

d. Any Honorary Member including any Honorary Vice-President and Honorary President (for Life) who was previously a Principal Member shall be deemed to hold one transferable membership of the same category when he was previously a Principal Member but he shall not be liable for any subscription fees and he shall not enjoy the rights in Article 5.3a. That transferable membership may be transferred but not the Honorary title and upon such a transfer,

the Honorary Member may still enjoy the facilities and privileges of the Club in accordance with this Constitution and the Bye-laws.

## 5.4 Transfer of Membership Upon Death

a. The Executor(s)/Administrator(s) (appointed pursuant to a Grant of Probate or Letters of Administration, respectively) of the estate of a Principal Member who has passed away may transfer his membership in accordance with this Constitution within 24 months from the date of death of the deceased member as though the transfer was by a Principal Member but subject to this Article.

b. The Management Committee has the discretion to, upon the application by the deceased member's personal representatives, extend the period of 24 months as the Management Committee sees fit.

c. Where transfer of the deceased member's membership has not been effected in accordance with (a) above, nor an extension of time sought by the deceased member's personal representatives and granted by the Management Committee in accordance with (b) above, that member's membership shall be deemed to be terminated without further notice. All transfers of the terminated membership will be null and void.

   The personal representatives may transfer the membership to the spouse of the Principal Member without the payment of a transfer fee provided that:

   (i) The spouse is registered with the Club as a Spouse Member, unless approval is sought from and given by the Management Committee for a waiver of this requirement.

   (ii) The personal representatives satisfy the Management Committee of the relationship of the spouse to the Principal Member.

   (iii) The spouse satisfies the requirements for an Ordinary (Transferable) or Associate (Transferable) Member.

d. The personal representatives of the estate of a Principal Member who passed away on or after 27 April 1997 and provided the

deceased was a member of the Club before the Effective Date may transfer his Membership to that member's child (once) provided that:

(i) The personal representatives satisfy the Management Committee of the relationship of the child to the Principal Member.

(ii) The child satisfies the requirements for an Ordinary (Transferable) or Associate (Transferable) Member.

**5.5 Transfer of Membership**

a. A Principal Member or his Trustee in Bankruptcy may transfer his membership to any person who satisfies the requirements for an Ordinary (Transferable) or Associate (Transferable) Member subject to payment of a transfer fee as determined by the Management Committee and the approval of the Management Committee and in accordance with this Constitution and the Bye-laws.

b. A Corporate (Transferable) Member may transfer (through directors, receivers, receivers & managers, or liquidators) its membership to any company subject to payment of a transfer fee as determined by the Management Committee and the approval of the Management Committee and in accordance with this Constitution and the Bye-laws.

c. A Principal Member who was a member of the Club before 30 April 2000 may transfer his Membership to his child/grandchild (once) without payment of a transfer fee subject to the approval of the Management Committee and in accordance with this Constitution and Bye-laws provided that:

(i) The Principal Member satisfies the Management Committee of the relationship of the child/grandchild to the Principal Member.

(ii) The child/grandchild satisfies the requirements for an Ordinary (Transferable) or Associate (Transferable) Member.

d. The transferee of a membership from a Life (Transferable) Member shall be an Ordinary (Transferable) Member or Associate

(Transferable) Member as the case may be and he shall enjoy all the rights and privileges of the relevant category of membership.

**5.6 Non-Liability of Club**

a. All persons entering the Club's premises or using the Club facilities do so at their own risk and shall be deemed to be aware at all material time of all dangers or risks thereat whether such dangers or risks are conspicuous or concealed. They shall be responsible for their own safety.

b. The Club shall not be liable to any person for any injury, damage or loss suffered or sustained by the person in or about the Club's premises or by using the Club facilities howsoever and whensoever arising.

c. The Club shall not be responsible for the safety of any property left at the Club's premises.

**Article 5A - Guests**

5A.1 Principal Members, Term Members, Spouse Members, Spouse Term Members, Junior Members (who are at least 15 years old), Junior Term Members (who are at least 15 years old) and Nominees may invite guests to enter the Club's premises and use the Club facilities upon payment of guest fees as determined by the Management Committee.

5A.2 The Club may decline entry to the Club and the use of the Club facilities to any guest.

5A.3 Principal Members, Term Members and Corporate (Transferable) Members shall be responsible for the conduct and debts of their guests, the guests of their Spouse Member, Spouse Term Member, Junior Member and/or Junior Term Member and/or the guests of Nominees, as the case may be. Any misconduct or breach of a provision in the Constitution or Bye-laws by a guest of the Principal Member, Term Member or Corporate (Transferable) Member or the guests of their Spouse Member, Spouse Term Member, Junior Member and/or Junior Term Member and/or the guests of Nominees, as the case may be, shall be deemed the misconduct of the Principal Member or Term Member or Corporate (Transferable) Member.

## Article 6 - Conduct of Members, Spouses, Children and Guests

6.1 Members shall:

(i) At all times conduct themselves, and ensure that their guests and family members conduct themselves, in a manner which is courteous and respectful of the rights of other members to enjoy the Club;

(ii) At all times conduct themselves, and ensure that their guests and family members conduct themselves, in a manner which is respectful of the dignity of the staff of the Club;

(iii) At all times conduct themselves in a manner which maintains the dignity and integrity of the Club;

(iv) Not breach any Rule or Bye-laws of the Club;

(v) Not engage in rude or offensive behaviour or the use of rude or offensive language while on the Club premises;

(vi) Not engage in conduct which is likely to cause a breach of the peace or likely to be punishable by law or violent or abusive conduct;

(vii) Not have unauthorized possession of nor disseminate any confidential documents relating to the Club;

(viii) Not act in any way prejudicial to the interests of the Club or its members or the Club's staff;

(ix) Not act in any way that is designed to cause disruption to the administration of the Club or distress or unrest amongst the staff and/or members of the Club; and

(x) Not lodge any complaints which are scandalous, frivolous, vexatious or which disclose no reasonable cause for complaint against other members or staff of the Club.

6.2 a. Principal Members and Term Members shall be responsible for the conduct and debts of their spouses and children. Any misconduct or breach of a provision in the Constitution or Bye-laws by a spouse or child of a Principal Member or Term

Member shall be deemed to be the misconduct of that Principal Member or Term Member.

b. A Corporate (Transferable) Member shall be responsible for the conduct and debts of its nominees and their spouses and children. Any misconduct or breach of a provision in the Constitution or Bye-laws by a nominee or nominee's spouse or child shall be deemed to be the misconduct of that member.

6.3 The Management Committee shall have the power to temporarily suspend all or any part of a member's rights and privileges as deemed necessary by reason of any alleged misconduct or breach of the provisions of this Constitution by that member, pending or during the course of any disciplinary proceedings brought against that member.

6.4 Any complaint about the conduct of any member or nominees or guest shall be in writing and shall be submitted to the General Manager/Secretary of the Club. On receipt of such a complaint the General Manager/Secretary shall refer the complaint, if it is not withdrawn, to the Chairperson of the Disciplinary Panel.

6.5 The General Meeting of members shall appoint a Disciplinary Panel comprising not more than 20 Voting Members. The Chairperson of that Panel shall be a member of the Management Committee.

6.6 The Chairperson of the Disciplinary Panel shall appoint a Disciplinary Committee comprising 3 or 5 members from the Disciplinary Panel to inquire into each written complaint referred to the Chairperson.

6.7 The Disciplinary Committee shall have the power to conduct its inquiry in such manner as it deems fit. Any irregularity or informality of its inquiry shall not invalidate its proceedings. After concluding its inquiry, the Disciplinary Committee shall make its recommendation to the Disciplinary Panel for its decision.

6.8 The Disciplinary Committee shall always inform the member concerned by registered post or by courier of the complaint and give him an opportunity to give a written explanation and, if he wishes, an opportunity to appear before the Disciplinary Committee.

6.9 Where the member so wishes or the Disciplinary Committee requires the member to appear before it, a notice shall be sent

to the member by ordinary post or electronic mail to appear before the Disciplinary Committee. The notice shall state the date and time when the member is required to appear before the Disciplinary Committee. If the member is absent, the Disciplinary Committee shall have the power to adjourn or proceed with its inquiry.

6.10 All decisions of a Disciplinary Committee shall be by a simple majority.

6.11 The Disciplinary Panel shall have the power to do all or some or any of the following: terminate any membership and expel a member from the Club, suspend all or part of his rights and privileges, impose a fine, or reprimand the member, or take other appropriate action or sanction against him for his misconduct.

6.12 An expelled member shall not be readmitted as a member of the Club or be introduced as a guest. A suspended member shall not be introduced as a guest during the period of his suspension.

6.13 Any member:-

i. who has resigned;
ii. who has been expelled;
iii. who has been or is at any time, either before or after becoming a member of the Club, convicted of an offence which is in the opinion of the Management Committee a serious criminal offence; or
iv. who leaves the country to escape criminal proceedings;

shall cease to be a member.

## Article 7 - Members' Account and Subscription

### 7.1 Members' Account

a. Members shall settle fully their outstanding accounts within one month of the date for which the statement of account applies.

b. Should any member's account not be settled accordingly, the Club may give notice ("the 1st Notice") by ordinary post to the member to settle his overdue account within 30 days from the date of the notice.

c. If any member fails to settle fully his overdue account after the

1st Notice, the Club shall give him a second notice ("the 2nd Notice") by registered post or courier stating that unless his overdue account is settled within a further period of 30 days, his name may be posted on the Club's Notice Board as a Defaulter and upon such posting, all his rights and privileges will be suspended.

d. A member whose name has been posted on the Club's Notice Board as a Defaulter cannot enter or take part in any Club competition or in any inter-club match so long as his outstanding account is overdue.

e. If a member fails to settle fully his overdue account for a further 30 days after his name has been so posted as a Defaulter the Management Committee shall have the power to continue the suspension of all or part of his rights or privileges or to terminate his membership but without prejudice to the right of the Club to recover all monies due from him to the Club.

f. A Defaulter may, on submitting a written explanation addressed to the General Manager/Secretary of the reasons for non-payment of his account, satisfactory to the Management Committee, be reinstated as a member at the absolute discretion of the Management Committee. However, such an explanation shall only be considered if it is received by the Club no later than 6 months from the date his membership is terminated. The Management Committee reserves the right to levy fees (eg. administrative and legal fees) on the Defaulter as a condition for his reinstatement.

g. The Management Committee may impose fees for late payment.

## 7.2 Entrance and Subscription Fees

a. The Management Committee shall determine if there is any entrance and subscription fee payable for each category of membership and the amount. The entrance and subscription fees shall be payable in such manner as is determined by the Management Committee.

b. A person admitted as a new member of the Club shall pay subscription fees for the full month of the month he is so admitted.

c. Any member (other than a Corporate (Transferable) Member or Term Member or Junior Term Member) who is not or will not be present in Singapore for a continuous period of at least six months may apply to be placed on the Absent Member list. Upon approval, he shall be placed on such list and his liability to pay the subscription fee shall be reduced in such manner as the Management Committee thinks fit.

d. A member shall be liable for subscription fees for the full month in which a written notice to terminate his membership is sent by the Club or by him. Where the notice is sent by the member, he shall be liable for subscription fees up to and including the month in which the notice was received by the Club.

**7.3 Credit Facility**

The Management Committee may determine the limit of credit available to a Principal Member or Corporate (Transferable) Member or Term Member or Junior Term Member and the amount of deposit to enjoy such credit.

**Article 8 - Patron**

8.1 The Management Committee may invite any person who has rendered meritorious service to the Club or to the Community to be a Patron of the Club.

8.2 A Patron is not liable to pay an entrance fee and subscription fees but subject to this Constitution and the Bye-laws shall be entitled to enjoy all the facilities and privileges of the Club.

**Article 9 - Honorary Vice-President**

9.1 The Management Committee may invite any member who has rendered meritorious service to the Club or to the Community to be elected as an Honorary Vice-President of the Club at a general meeting.

9.2 Any Honorary Vice-President shall not be liable to pay subscription fees but subject to this Constitution and the Bye-laws shall be entitled to enjoy all facilities and privileges of the Club.

## Article 9A - Honorary President for Life

9A.1 The Management Committee may invite any member who has served the Club in the capacity of President for a period in aggregate of ten years or more to be elected as an Honorary President for Life of the Club at a general meeting to serve as an advisor to the Management Committee.

9A.2 Any Honorary President for Life shall not be liable to pay subscription fees but subject to this Constitution and the Bye-laws shall be entitled to enjoy all facilities and privileges of the Club.

## Article 10 - General Meetings

10.1 Principal Members may meet in general meetings to discuss matters pertaining to the affairs of the Club but only Voting Members may propose and second resolutions and vote thereon. General meetings other than the Annual General Meeting referred to in Article 10.2 below shall be called Extraordinary General Meetings.

Annual General Meeting

10.2 The Annual General Meeting of the Club shall be held in the month of April each calendar year:

a. to confirm the minutes of the last Annual General Meeting and or Extraordinary General Meeting;

b. to receive and if approved adopt the annual report;

c. to receive and if approved adopt the audited statement of accounts of the preceding financial year;

d. to elect the President, Vice-Presidents, Club Captain, Vice-Captain and other members of the Management Committee;

e. to elect Trustees of the Club, if necessary;

f. to appoint a professional auditor or firm of professional auditors;

g. to deal with any other items on the agenda.

10.3 A notice of the Annual General Meeting and its agenda shall be posted at least fourteen days before the Annual General Meeting on the Club's Notice Board and a copy thereof shall be sent by post to every Principal Member, and no business other than that of which notice has been so given shall be brought forward at such a meeting.

10.4 The annual report and audited statement of accounts may be sent to all Principal Members with the notice of the Annual General Meeting and in any event, not less than seven days before the Annual General Meeting.

10.5 The inadvertent failure to send the notice or report or statement of accounts to any Principal Member shall not render the general meeting irregular or invalid. A copy of each document shall be kept at the Club's premises for the inspection by the Principal Members.

10.6 Any Voting Member desirous of raising any matter or moving any resolution at any general meeting shall give notice thereof in writing to the General Manager/Secretary not less than twenty one days before the date of such meeting.

10.7 Any Principal Member who wishes to query reports or accounts at an Annual General Meeting shall give written notice to the General Manager/Secretary not less than 4 clear days, i.e. excluding Sundays and public holidays, before the date of such a meeting.

10.8 The Management Committee shall have the power to determine the procedure at all general meetings.

10.9 At all general meetings, the President or in his absence the Vice-President (General) or a member of the Management Committee nominated by the Management Committee, shall take the chair. Every Voting Member present shall be entitled to one vote upon every motion, and in case of equality of votes the chairman shall have a casting vote.

10.10 Voting shall be by a show of hands unless a ballot is demanded by the majority of the Voting Members present and voting.

10.11 The quorum for the Annual General Meeting shall be 50 Voting Members. In the event of there being no quorum, the meeting shall be adjourned and convened 30 minutes later and should the number

of Voting Members then present be less than 50, those present shall be deemed to constitute a quorum, but they shall have no power to alter, amend or make any addition or deletion to the Constitution.

10.12 Minutes of any general meeting shall be circulated to all Principal Members within eight weeks thereof and shall be taken as adopted if there are no written objections from members who attended the general meeting within two weeks of the date of the circular. Any proposed amendment to the Minutes shall be circulated to all Principal Members. Thereafter it shall be put to the next general meeting for approval.

Extraordinary General Meeting

10.13 An Extraordinary General Meeting of the Club may be called by the Management Committee and shall be so called within 21 days of receipt by the Management Committee of a requisition in writing signed by not less than 100 Voting Members stating the purpose for which such a meeting is desired.

10.14 Articles 10.3 and 10.5 shall apply, with the necessary modifications, to a notice calling for an Extraordinary General Meeting.

10.15 The quorum for an Extraordinary General Meeting shall be 100 Voting Members.

10.16 In the event of there being no quorum, the Chairman shall declare the Extraordinary General Meeting dissolved and no such general meeting shall be convened for the same purpose for a period of six months commencing from the date the Extraordinary General Meeting was dissolved.

## Article 11 - Management Committee

11.1 The business and affairs of the Club shall be managed by the Management Committee comprising the following members who shall be elected at an Annual General Meeting:

| | | |
|---|---|---|
| i. | President | One |
| ii. | Vice-President (General) | One |
| iii. | Vice President (Finance) | One |
| iv | Club Captain | One |

| | | |
|---|---|---|
| v | Club Vice-Captain | One |
| vi | Committee Members | Twelve |

11.2 The members of the Management Committee shall retire at the Annual General Meeting next following but shall be eligible for re-election.

11.3 Only Voting Members with at least 2 years continuous membership as a member of the Club shall qualify to serve in the Management Committee.

11.4 Any Voting Member who has been disciplined for misconduct shall not qualify to serve in the Management Committee for a period of five years from the date of being disciplined for such conduct.

11.5 The Management Committee may co-opt any Voting Member who is not disqualified from serving, to fill any vacancy in the Management Committee. In addition, the Management Committee may co-opt up to 4 Voting Members who are not disqualified from serving, to serve in the Management Committee.

11.6 a. A meeting of the Management Committee shall be held at least once in two months for which at least seven days' notice in writing shall be given to every member of the Management Committee.

b. The President or any Vice-President or Club Captain or Club Vice-Captain may call an extraordinary meeting of the Management Committee at any time by giving immediate notice to all members of the Management Committee.

c. The quorum for a meeting of the Management Committee shall not be less than one half of its members.

11.7 The Management Committee shall have the sole control and management of income and property of the Club including the right to incur any extraordinary expenditure of an amount not exceeding $50,000.00 or a capital expenditure of an amount not exceeding $400,000.00 and also the entire management and superintendence of all the affairs and concern thereof, and the exclusive right of appointing, determining the terms of service and remuneration of and removing paid employees of the Club as it may deem necessary or otherwise in the interest of the Club. If

the decision of the Management Committee regarding the capital expenditure is not unanimous among the members present, such expenditure must receive the approval of members at a general meeting.

11.8 The Management Committee may regulate its own proceedings.

11.9 The President shall appoint the Chairperson of any Standing Committee.

11.10 The Management Committee may appoint the other members of a Standing Committee. The Chairperson of a Standing Committee may also appoint members of his Standing Committee subject to approval by the Management Committee.

11.11 Any decision to be made by the Management Committee under this Constitution may be delegated to a Standing Committee.

11.12 The Management Committee may alter the membership of any Standing Committee at any time. No Standing Committee shall have power to act on behalf of the Club including the spending of any money or entering into any obligation, financially or otherwise unless expressly authorised to do so by minutes in writing of the Management Committee.

11.13 The Captain may appoint a Voting Member to be a Convenor of any activity whether sporting or otherwise.

11.14 No act or proceeding of the Management Committee and Standing Committee shall be invalidated by any vacancy on the Management Committee or Standing Committee thereof, or on the grounds that a member of the Management Committee or Standing Committee thereof was not qualified at or had become disqualified after the date of his appointment.

11.15 Any ambiguity or difference of opinion concerning the purport or interpretation of any provision in this Constitution or the Bye-laws shall be determined by the Management Committee. The Management Committee may also determine any matter that is not specified in this Constitution or the Bye-laws. The decision of the Management Committee shall be final unless it is revised at the General Meeting of members.

11.16 No claim shall be made by the Club or its members against any member of the Management Committee or Standing Committee or any other committee or sub-committee or convenor for any act or omission by the member in the performance of his duties unless there is fraud by that member. Such members shall be indemnified by the Club from and against any liabilities, costs, expenses and payments whatsoever which may be incurred or made by them in the performance of their duties.

11.17 Members of the Management Committee shall be required to execute a declaration and undertaking of non-conflict of interest when taking office.

## Article 12 - Powers and Duties of Office Bearers

12.1 The President shall:

a. chair all General and Management Committee Meetings;

b. have a casting vote in Management Committee Meetings;

c. represent the Club in its dealings with others.

12.2 The Vice-President (General) shall act for the President in the event of his absence. In the event of the absence of the Vice-President (General), the Management Committee may appoint any of its members to act for the President.

12.3 The Club Captain shall be responsible for all matters pertaining to swimming and sports.

12.4 The Club Vice-Captain shall assist the Club Captain and act for the Captain in his absence.

## Article 13 - Supreme Authority

The supreme authority of the Club is vested in the Voting Members present at any general meeting.

## Article 14 - Amendments to the Constitution

14.1 It shall be the duty of every member to acquaint himself with this Constitution. It shall also be the duty of every Principal Member

and Term Member to acquaint his spouse and children with this Constitution. It shall also be the duty of every Corporate (Transferable) Member to acquaint its Nominees and the spouse and children of its Nominees with this Constitution.

14.2 Amendments to the Constitution may be made at a general meeting.

14.3 The Notice of the proposed amendments shall be made in writing to the General Manager/Secretary at least twenty-one days prior to the date of the general meeting and shall be circulated to all Principal Members at least fourteen days before the general meeting.

14.4 The proposed amendments may be adopted by a majority of at least fifty-one per cent of the Voting Members present and voting.

14.5 No amendment shall take effect until such amendment has been approved in writing by the Registrar of Societies.

**Article 15 - Accounts**

15.1 The financial year of the Club shall begin from 1st January and end on 31st December of each calendar year.

15.2 The income and property of the Club and all monies received by or on behalf of the Club shall be applied solely towards the furtherance, promotion and execution of the objects of the Club and the payment of expenses of the Club and no portion thereof shall be paid by way of dividend, bonus or profit to any member of the Club.

15.3 All funds belonging to the Club shall (unless invested) be deposited in an account or accounts in the name of the Club with a financial institution. The President, the 2 Vice-Presidents, the Captain, the Vice-Captain and the General Manager/Secretary of the Club shall be authorised to approve withdrawals or payments from the account or accounts. Any 2 authorised signatories may approve a withdrawal or payment of an amount less than $200,000.00. Any withdrawal or payment of an amount of $200,000.00 and more shall be approved by 3 of the authorised signatories.

15.4 Any monies not required for immediate use may be invested by the Management Committee in accordance with this Constitution.

15.5 The Management Committee shall cause proper accounting records to be maintained.

15.6 If at any time a general meeting shall pass a resolution authorising the Management Committee to borrow a sum or sums of money, the Management Committee shall thereupon be empowered to borrow for the purpose of the Club such amount of money either at one time or from time to time and on such terms as the Management Committee may determine subject always to the terms of the resolution. If so authorised by the resolution, the Trustees of the Club shall execute such security of the whole or such part of the immovable property of the Club.

**Article 16 - Property, Investments and Trustees**

16.1 The Club may receive or disclaim property of any nature whether or not it is subject to any expressed conditions or trusts.

16.2 The Club may purchase or otherwise acquire and hold real property of any nature and in any part of the world and may sell, let, mortgage or otherwise deal with the same.

16.3 Any property belonging to the Club shall be vested and managed by not less than two but not more than four Trustees who shall be elected at a general meeting of the Club and the Trustees shall hold office until new Trustees are appointed by a general meeting.

16.4 The Club's investments may include securities, funds, financial derivatives and property, real or personal, freehold or leasehold in any part of the world upon such terms and conditions (if any) as may be authorised by law at the existing time.

16.5 The Management Committee may direct the Trustees after obtaining the approval from a general meeting to sell, vary and transfer investments and property and use the proceeds thereof for such purposes or in such manner as the general meeting shall decide.

16.6 No claim shall be made by the Club or its members against any Trustee for any act or omission by the Trustee in the performance of his duties as Trustee of the Club unless there is fraud by that Trustee. The Trustees shall be indemnified by the Club from and against any liabilities, costs, expenses and payments whatsoever which may be incurred or made by them in the performance of their

duties as Trustees of the Club.

16.7 A Trustee may at any time on his own accord resign from his trusteeship by a written notice to the Club.

16.8 If a Trustee dies or becomes of unsound mind or emigrates from Singapore or is absent from Singapore for a continuous period of twelve months, he shall be deemed to have resigned from his trusteeship. In the above event and if the number of Trustees then falls below two, a general meeting will be called to elect a trustee.

16.9 A General Meeting may remove a Trustee from his trusteeship and appoint another trustee in his place.

16.10 Notice of any proposal to remove a Trustee from his trusteeship must be given to the Trustee who is to be removed at least seven days before a general meeting at which the proposal is to be discussed.

**Article 17 - Bye-laws**

17.1 The Management Committee shall have the power to make Bye-laws for the regulation of the Club's affairs in conformity with the Constitution and for the better conduct and management of the Club's affairs.

17.2 It shall be the duty of every member to acquaint himself with the Bye-laws. It shall also be the duty of every Principal Member and Term Member to acquaint his spouse and children with the Bye-laws. It shall also be the duty of every Corporate (Transferable) Member to acquaint its Nominees and the spouse and children of its Nominees with the Bye-laws.

**Article 18 - Notices**

18.1 The inadvertent omission to give notice of any meeting (whether a general meeting, a meeting of the Management Committee or otherwise) to or the non-receipt of a notice of meeting by any person entitled to attend shall not invalidate any proceeding, resolution or decision taken at the meeting.

18.2 Members shall immediately notify the Club in writing of any change of their address.

18.3 All documents to be sent by the Club shall be sent to the address of the member as is registered with the Club.

18.4 Except as otherwise specified in this Constitution or Bye-laws, any document to be sent by the Club may be sent by ordinary post and shall be deemed to have been received on the 3rd day of posting even though the document may be returned or undelivered.

18.5 Any document sent by the Club by registered post shall be deemed to have been received by the member concerned on the 3rd day from the date of posting even though the document may be returned or undelivered. Any document sent by courier shall be deemed to have been received by the member concerned on the day it is left at his address even though the document may be subsequently returned.

**Article 19 - Prohibitions**

19.1 The introduction of materials for drug-taking and persons of bad character into the Club's premises is prohibited.

19.2 The funds of the Club shall not be used to pay the fines of members imposed by any court or any relevant authority.

19.3 The Club shall not hold any lottery whether confined to its members or not in the name of the Club or its office-bearers or members except with the prior approval of the relevant authority for the purpose of raising funds for the Club.

19.4 However, with prior approval of the relevant authority, the Club may:

a. install jackpot machines for the exclusive use of its members;

b. organise tombola sessions as part of its recreational activities or its members.

19.5 The Club shall not attempt to restrict or in any manner interfere with trade union activities of any union of its employees or engage in trade union activities as defined in any written law relating to trade unions for the time being in force in Singapore.

19.6 The Club shall not indulge in any political activity or allow its funds

and/or premises to be used for any political purpose.

## Article 20 - Dissolution

20.1 The Club shall not be dissolved, except with the consent of not less than seventy-five per cent of the Voting Members of the Club present and voting at a general meeting.

20.2 a. In the event of the Club being dissolved, all debts and liabilities legally incurred on behalf of the Club shall be fully discharged and the remaining funds, property and assets (if any) shall be disposed of for any one or more of the following purposes: swimming, sports or culture and/or donated to a charity or charities as is decided at the general meeting or failing such a decision to a charity or charities to be nominated by the last Management Committee of the Club, to the intent that no member of the Club shall receive any of the said funds, property or assets by virtue of his membership.

b. Notice of dissolution shall be given to the Registrar of Societies within seven days of the resolution to dissolve the Club.

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# 章程

**第1章—会名**
本会定名“中华游泳会”（以下简称“本会”）

**第2章—会址**
本会注册会址设在新加坡安柏路门牌21号，邮区439870。

**第2A章— 辞义**

2A.1 “附则”意指本会的附则。

2A.2 “会址”意指本会设在新加坡安柏路门牌21号和34号邮区439870的会所及其附属建筑物以及诸如本会可能购置或用来提供作为会员设施之其他地点。

2A.3 “提名代表”意指公司（可转让）会员的提名代表。

2A.4 “主会员”意指普通（可转让）、永久（可转让）以及准（可转让）会员。主会籍意指主会员的会籍。

2A.5 “有投票权会员”只是指普通（可转让）和永久（可转让）会员而已。

2A.6 在章程内的上下行文允许下，单数词应包括复数词，反之亦然；而且，一个性别也应包括另一异性。章节条款的标题，只为了方便，不影响条文的释义。

**第3章—宗旨**
本会宗旨如下：

a. 提供和提倡游泳、体育、康乐、社交和文化活动。

b. 设法和其他团体和俱乐部结盟，以便会员可享用本地和区域性的范围广泛之体育、社交和康乐设施。

c. 在会员或新加坡人当中提倡和举办任何援助计划或任何筹款和捐款计划，以从事慈善或扶危济困用途。

**第4章—会旗**
本会会旗为青白两色。

## 第5章—会籍

### 5.1 本会会籍分类如下：

**a. 名誉会员**

首先在理事会，然后在大会批准下，本会可授与任何在游泳、体育或其他活动方面有杰出贡献或对本会服务有功勋的人士以名誉会员资格。

**b. 普通（可转让）会员**

(i) 凡年届21岁或以上的新加坡华裔公民或华裔永久居民，都有资格申请加入本会成为普通（可转让）会员，他的会籍应成为普通（可转让）会籍。

(ii) 所有目前的普通会员，通称为普通（可转让）会员；他们的会籍应当作已转换为普通（可转让）会籍。

**c. 永久（可转让）会员**

(i) 从1982年5月9日（第67届常年会员大会议决案）起，本会不再接受任何普通会员转换为永久会员的申请，惟目前的永久会员继续享有原有的权益。

(ii) 所有目前的永久会员通称为永久（可转让)会员，他们的会籍应当作已转换为永久（可转让）会籍。

**d. 公司（可转让）会员**

(i) 任何公司都有资格申请加入本会成为公司（可转让）会员。

(ii) 所有目前的公司会员，通称为公司（可转让）会员，它们的会籍通称为公司（可转让）会籍；此等会籍的现有转让性将一仍旧惯。

**e. 准（可转让）会员**

(i) 凡年届21岁或以上的新加坡非华裔公民或非华裔永久居民，都有资格申请加入本会成为准（可转让）会员。他的会籍应成为准（可转让)会籍。

(ii) 所有目前的准会员通称为准（可转让）会员，他们的会籍应当作已转换为准（可转让)会籍。

f. **配偶会员**

(i) 所有在2013年4月28日当天或之后成为主会员、提名代表或定期会员的已婚人士，都必须登记他们配偶为配偶会员。所有在2013年4月28日当天或之后成为主会员、提名代表或定期会员的单身人士以后如果结婚也必须登记他们的配偶为配偶会员。

(ii) 从2013年4月28日起，凡已婚人士要申请主会籍，都不应加以考虑，除非一起为配偶申请配偶会籍。

(iii) 从2013年4月28日起，凡已婚人士要申请定期会籍，都不应加以考虑，除非一起为配偶申请配偶定期会籍。

(iv) 有关上述（ii）的会籍申请之规定同样适用于主会籍的受让人，就好像受让人按照（ii）条文进行会籍申请一样。

(v) 当两名各自为主会员或定期会员的单身人士随后于彼此结婚，他们将无须遵守此副条文5.1(f)，直到其中一人停止成为主会员或定期会员。

(vi) 一个人如果成为主会员、提名代表或定期会员，只要主会籍或定期会籍没有被终止，那个人就不得分别注销他/她的配偶或配偶的定期会籍，惟如果离婚或逝世则例外。

(vii) 如果主会员、提名代表或定期会员没有按照上述第5.1(f)(i)条文与本会登记他/她的配偶成为配偶会员。那名会员将需要注册其配偶为配偶会员并支付理事会所定下的行政费用。若不遵守，该会员可能会受到纪律处分。

(viii) 所有在2013年4月28日前成为已婚人士的主、提名或定期会员可将其配偶注册为配偶会员。

g. **少年会员**

(i) 主、提名或定期会员的孩子将在其年满十二（12）岁后的六（6）个月内与本会注册为少年会员或少年定期会员。

(ii) 主、提名或定期会员的孩子，若介于12至20岁（包括）并且还未注册为少年会员或少年定期会员，其可据情况而定，申请成为少年会员或少年定期会

员。

(iii) 所有目前已注册为儿童会员或儿童定期会员的儿童全都将会自动被分别转换为少年会员或少年定期会员。

(iv) 上述(i)和(ii)的注册要求均将适用于主会员的受让人。

(v) 当一名主、提名或定期会员的主、提名或定期会籍还未终止，该名会员不可取消其孩子的少年/少年定期会籍，除非其孩子逝世或该会员失去了其孩子的抚养权。

(vi) 若主、提名或定期会员的孩子未按此条文与本会注册，该名会员需要将其孩子注册为少年/少年定期会员，并支付本会理事会所定的行政费用。若未登记，本会可能会对该会员实行纪律处分。

(vii) 若主会员的孩子已是少年会员，其可在年满21岁时申请成为普通（可转让）或准（可转让）会员。但是，其必须符合普通/准（可转让）会员的申请条件。其可在年满21岁前的6个月进行申请。此规定将不适用于在2018年5月1日或之后出生的少年会员，同时也不适用于提名会员的少年会员。

(viii) 所有在第5.1(g)(vii)条文下成功转换为普通（可转让）或准（可转让）会员且年龄介于21至24岁的少年会员需要支付由本会理事会所定的月费。

**h. 体育会员**

所有目前的临时会员一概通称为体育会员。理事会可推荐、接受、批准任何在体育方面具有卓越潜能的人士成为体育会员，惟体育会籍必须经过理事会的每年检讨。此外，理事会可随时终止体育会籍或限制体育会员的权益。体育会籍不可转换成为其他任何种类会籍而且是不可转让的。

**i. 暂时会员**

理事会可根据诸如它认为适当的条件，推荐、接受或批准任何人士成为暂时会员。

**j. 客卿会员**

理事会可根据诸如它认为适当的条件，推荐、接受或批准任何人士成为客卿会员。

**k. 社交会员**

(i) 凡年届21岁或以上的各族人士，都可向理事会申请成为社交会员。

(ii) 社交会员应照章程和附则之规定，有限制地使用本会的设施。

(iii) 理事会可随时限制社交会员的权益。

**l. 定期会员**

凡年届21岁或以上的非新加坡人或永久居民都有资格申请加入本会成为定期会员；他的会籍应该是定期会籍；此等定期会籍应拥有1年或2年的会籍期限。

## 5.2 会员和提名代表的入会以及会籍和提名的终止

a. 凡申请入会者,包括拟议中的受让人,都应填妥和提呈有关会籍类别的指定申请表格。所有的入会申请都必须经过理事会的批准。任何普通或准(可转让)会员或公司(可转让)会员或定期会员的入会申请，都必须获得一名提议人和一名附议人的支持。

b. 本会总经理/秘书必须把普通或准(可转让)会籍或公司 (可转让)会籍或定期会籍或少年定期会籍申请人的履历张贴在布告栏,为期至少两 个星期，俾让会员周知。之后，他应把入会申请书呈交理事会考虑。

c. 任何反对普通或准(可转让)会员或公司(可转让)会员或定期会员或少年定期会员的入会申请，只可由主会员提出；而且这应在申请人的姓名张贴在本会布告栏当天算起的两个星期内以书面向理事会提出，俾让他们考虑。

d. 理事会对任何入会申请的决定应该是最后的，不必提供理由，而且，它的决定不应受到任何会员或申请人的质疑。

e. 入会遭拒的申请人，可在拒准入会日期算起的12个月后再申请入会。

f. 入会获准的申请人，应获得本会之通知，并且必需遵行诸如理事会在申请人成为会员之前所规定的条件。

g. 条件受到遵行，申请人乃成为本会会员，属于申请获批准的类别，享有所属会籍类别的一切权益，并受到本章程和附则的约束。

h. 申请人在上述(f)提到的通知书内提及的最后期限前如果没有遵行条件，则申请应被当作已遭拒绝；惟理事会可随意酌情依诸如它认为适当的条件允许延长条件遵行期限。

i. (i) 理事会可时时停止和重新开放接受入会之申请，惟这不包括会籍受让人的入会申请。

(ii) 会籍受让人的入会申请应予开放，除非大会另作其他决定。

j. 公司（可转让）会员的提名代表

(i) 公司（可转让）会员可填妥和提呈指定表格,提名多达四人作为它的代表，根据具体情况，这四人可以是公司的高级人员或雇员。每个提名代表应缴之费用，可由理事会决定。此等费用应在入会申请时就缴清，无论在入会申请时是否有提呈任何提名代表。

(ii) 公司（可转让）会员的任何提名代表，无论是原来的还是后来更换的，都必须经过理事会的批准。理事会对任何提名代表人选的决定应该是最后的；不必提供理由，它的决定不应受到任何会员或提名代表的质疑。提名代表的任何更换，必须受到诸如理事会认为适当的条文约束。

(iii) 公司（可转让）会员可终止任何提名代表。理事会可根据任何会员之会籍都可被终止的同样理由以终止任何提名代表。

(iv) 公司（可转让）会员的会籍一旦被终止，任何提名代表应被当作自动终止论，而不必书面通知。

k. 除非本章程另有规定，只有当会员获得书面或提供书面通知时，或者会籍因时间流逝而满期时，视何者较先，会籍才会被终止。

l. 理事会可根据本章程第6章给予书面通知以终止任何会籍。

m (i) 在有关的会员逝世或破产时，理事会可给予书面通知以终止名誉、体育、暂时、客卿或社交会员的会籍。

(ii) 理事会可随时给予书面通知以终止名誉、体育、暂时、客卿或社交会员的会籍。

n. 在配偶会员逝世或配偶会员与主会员离婚时，理事会可给予书面通知以终止有关的配偶会员的会籍。配偶定期会员逝世或与定期会员离婚时，理事会可给予书面通知以终止有关的配偶定期会员的会籍。

o. 理事会可给予书面通知以终止一个少年或儿童会员的会籍，如果该儿童逝世或本来就是会员的父母已失去该儿童的监护权。当少年或儿童会员在年满21岁时，他们的会籍应被当作已告终止，而不必书面通知。5.2(p)条款同样适用于所有儿童定期会员。

p. 理事会可给予书面通知，以终止：

(i) 一个配偶的配偶或儿童会籍或提名代表子女的儿童会籍，如果有关的配偶或儿童分别逝世的话。

(ii) 提名代表子女的儿童会籍，如果有关的提名代表失去了子女的监护权的话。

q. (i) 主会员的会籍被终止时，有关的配偶、少年或儿童会籍应被当作已告终止而不必书面通知。

(ii) 公司（可转让）会员的会籍被终止或提名代表的提名被终止时，有关的提名代表的配偶或子女的配偶或儿童会籍应被当作已告终止而不必书面通知。

(iii) 定期会员的会籍被终止时,有关的配偶定期或儿童定期会籍应被当作已告终止而不必书面通知。

r. 如果主会员不再是新加坡公民或新加坡永久居民，他应及时通知本会，并在他不再是新加坡公民或新加坡永久居民的日期（中止日期）或2000年4月30日，视何者较迟算起的一年内转让他的会籍。本会也可通知主会员从中止日期算起的一年内转让他的会籍；如果本会不知道中止日期，则本会通知书的日期应当作中止日期。如果主会员没有在

一年内转让他的会籍，理事会可代他转让会籍，或终止他的会籍而不予转让。

## 5.3 会员权益

a. 只有普通（可转让）和永久（可转让）会员，才有权在大会提出和附议议案、投票表决，担任理事会职位或受委为常务委员会主席。只有主会员可出席大会。

b. 只有主会员才可提议或附议一个人或一家公司申请成为普通(可转让)或准(可转让)会员或公司(可转让)会员。

b.1 定期会员只可提议或附议一个人申请为定期会员。

c. 除非本章程或附则另作其他规定，会员和提名代表可享用本会的一切设施和权益。

d. 任何名誉会员，包括任何名誉副会长和名誉会长（终身），如果他们以前曾是主会员，应被当作拥有他以前主会员的同类别之可转让会籍，但他不必缴付任何会费，也不得享有章程5.3a条文的权利。他们的可转让会籍可以转让，但名誉衔头不得转让；在作这样的转让时，根据本章程和附则，名誉会员仍可享用本会的设施和权益。

## 5.4 逝世时的会籍转让

a. 过世主会员的遗嘱执行人/遗产管理人（分别遵照验讫遗嘱或管理遗产委任状委任）可根据本章程在该会员逝世日期算起的24个月内转让他的会籍，恰像由主会员转让一样，但须受本章条文之约束。

b. 在逝世会员的个人代表提出申请时，理事会可斟酌延长24个月的期限，如果理事会认为适当的话。

c. 如果逝世会员的会籍没有根据上述（a）进行转让，也没有根据上述(b)由逝世会员的个人代表寻求并获得理事会的延长期限，那么，该会员的会籍应被当作已告终止而不必另行通知。所有已告终止的会籍转让将是无效的。

个人代表可把会籍转让给主会员的配偶而不必缴付转让费，只要：

(i) 配偶已向本会登记为配偶会员，除非向理事会要求

并获得批准，以废除这项条规。

(ii) 个人代表向理事会证明配偶与主会员的关系。

(iii) 配偶符合普通（可转让）或准（可转让）会员的必要条件。

d. 主会员如果是在1997年4月27日当天或之后逝世，只要死者在有效日期之前已是本会会员，他的遗产个人代表可把他的会籍转让给该会员的子女（一次过），只要：

(i) 个人代表向理事会证明这个孩子与主会员的关系。

(ii) 这个子女符合普通（可转让）或准（可转让）会员的必要条件。

## 5.5 会籍转让

a. 主会员或他的破产信托人可把他的会籍转让给任何符合普通（可转让）或准（可转让）会员必要条件的人士，惟必须缴付理事会所规定的转让费及获得理事会的批准，并遵守本章程和附则。

b. 公司（可转让）会员可（通过董事、接收人和经理或清算人）把会籍转让给任何公司，惟必须缴付理事会所规定的转让费和获得理事会的批准，并遵守本章程和附则。

c. 主会员在2 0 0 0年4月3 0日之前如果已是本会会员，则可把他的会籍转让给他的子女/孙子女（一次过）而不必缴付转让费，惟必须经过理事会的批准并遵守本章程和附则，只要：

(i) 主会员向理事会证明这个孩子/孙子女和主会员的关系。

(ii) 这个子女/孙子女符合普通（可转让）或准（可转让）会员的必要条件。

d. 永久（可转让）会员的会籍受让人，根据具体情况应该成为通（可转让）会员或准（可转让）会员，他应享有相关类别会籍的一切权益。

## 5.6 本会不负赔偿责任

a. 凡进入本会会址或使用本会设施的人士，一概风险自冒；并被视为无论任何时候都已意识到一切危险和风险，不管此等危险或风险是明是暗；是看得见的还是隐蔽的，他们都应对自己的安全负责。

b. 在会址内外，任何人如有蒙受任何损伤或损失，或因使用本会设施而蒙受任何损伤或损失，无论在怎样情况下或无论在什么时候发生，本会一概不负赔偿责任。

c. 本会对任何遗留在会址的任何财物之安全概不负责。

## 第5A章—来宾

5A.1 主会员、定期会员、配偶会员、配偶定期会员、少年会员（至少15岁）、少年定期会员（至少15岁）和提名会员可在支付本会理事会所定的来宾费用后，邀请来宾进入本会场所，并使用本会设施。

5A.2 本会可拒绝任何来宾进入本会或使用本会设施。

5A.3 主会员、定期会员和公司（可转让）会员需要为其来宾的举止行为和债务负责，同时也需要为其配偶会员、配偶定期会员、少年会员及/或少年定期会员和/或提名会员的来宾的举止行为和债务负责。主会员、定期会员或公司（可转让）会员的来宾或配偶会员、配偶定期会员、少年会员及/或少年定期会员的来宾及/或提名会员的来宾若行为不检或违反章程或附则条文的规定，其均将被视为邀请该来宾的主会员或定期会员或公司（可转让）会员的行为不检。

## 第6章—会员、配偶、子女和来宾的行为

6.1 会员应该：-

(i) 循规蹈矩并确保他们的来宾和家人循规蹈距，说到底就是要谦恭有礼并尊重其他会员享用本会的权利；

(ii) 循规蹈矩并确保他们的来宾和家人循规蹈距，说到底就是尊重本会员工的尊严；

(iii) 循规蹈矩说到底就是保持本会的尊严和诚信；
(iv) 不得违反本会的条规和附则条文；

(v) 不得在会址从事粗暴无礼的行为或使用污言秽语；

(vi) 不得从事可能造成扰乱安宁或可能触犯法律或暴力或骂人的行为；

(vii) 不得擅自拥有或散播任何有关本会的机密文件；

(viii) 行事做法无论如何都不得损害本会或本会会员或本会员工的利益；

(ix) 行事做法无论如何都不得试图造成本会行政的中断或本会员工以及/或者会员之间的苦恼或不安；以及

(x) 不得提出诽谤、琐屑、伤脑筋的任何投诉或透露对本会其他会员或员工之投诉的不合理原因。

6.2 a. 主会员和定期会员应对他们的配偶和子女的行为和债务负责；主会员或定期会员的配偶或子女如有任何行为不端，或违反章程或附则条规， 应被当作该主会员或定期会员的行为不端。

b. 公司（可转让）会员应对其提名代表和他们的配偶与子女的行为和负债负责，提名代表或提名代表的配偶或子女如有任何行为不端或违反章程或附则条文，应被当作该会员的行为不端。

6.3 若会员行为不端或违反此章程的规定，理事会有权在向该会员给予纪律处分前或在向该会员给予纪律处分的期间暂时中止该会员的所有或部分权利和特权。

6.4 对任何会员或提名代表或来宾的任何不端行为的投诉，应以书面呈交本会总经理/秘书；在收到这类投诉时，总经理/秘书应把投诉，如果没有被收回，提交纪律委员会主席。

6.5 会员大会应委任一个纪律委员会，由不超过20名具有投票权的会员组成。该委员会的主席应是理事会的理事。

6.6 纪律委员会主席应委任一个包括3或5个纪律委员会委员的纪律小组，调查已呈交主席的每一项书面投诉。

6.7 纪律小组有权力按照它认为适当的方式进行调查。其调查的任何非正规或非正式形式应不得致使其调查程序因此

而告失效。在结束调查后，纪律小组应向纪律委员会提出建议，以便作出裁决。

6.8 纪律小组应常常以挂号信或由信差把投诉通知有关的会员，并给他一个机会，以便提供书面解释，如果他要的话，给他机会亲自向纪律小组解释。

6.9 如果会员有这样的愿望或者纪律小组要求会员亲自出席解释，那么应以普通邮寄方式或电子邮件方式将通知发给该会员。通知他亲自向纪律小组解释，通知书应说明会员必须出席的日期和时间。如果会员缺席，纪律小组有权力展期或者继续调查下去。

6.10 纪律小组只要获得过半数委员投票支持，就可批准所有裁决。

6.11 纪律委员会有权力采取下列的全部、一些或任何措施对付行为不端的会员：终止会籍、开除会籍、暂停他的部份或全部权益、实施罚款、或惩诫、或对他采取其他适当或制裁行动。

6.12 被开除会籍的会员，不得以本会会员的身份再进入本会或以来宾的身份被带进本会。一个被暂停会籍的会员在暂停会籍期间不得以来宾的身份被带进本会。

6.13 任何会员:-

i. 若已放弃会籍;
ii. 若已被逐出本会;
iii. 若在加入成为本会会员之前或之后，被证明做出了理事会认为是刑事重罪的犯罪行为；或
iv. 离开新加坡以避开刑事诉讼;

该会员的会籍将被中止。

## 第7章—会员帐户和会费

### 7.1 会员帐户

a. 会员应在收到帐户结单的一个月内还清他未清之欠帐。

b. 如果任何会员的帐户没有相应地结清，本会可以平邮通知（第一通知信）会员在通知日期算起的30天内还清他过期未还的欠帐。

c. 任何会员如在收到第一通知信后仍不还清他过期未还的欠

帐，本会应以挂号信或信差给予他第二次通知（第二通知信），说明除非他在接下来的另一个30天期限内还清他过期未还的欠帐，否则他的名字可能被张贴在本会的布告栏成为拖欠者；这样贴出来时，他应享的所有权益将告中止。

d. 名字被贴在本会布告栏成为拖欠者的会员，只要他过期未还的欠帐仍不结清，他便不能参与或参加本会的任何比赛或任何埠际赛。

e. 一个会员如果他的名字被贴出来成为拖欠者后的另30天后仍不还清他过期未还的欠帐，则理事会有权力继续暂停他的全部或部份权益，或终止他的会籍，但这不会损害本会追讨他拖欠本会所有钱财的权利。

f. 在提呈书面解释给总经理/秘书，说明他未还清他的欠帐之理由而令理事会满意后，拖欠者在理事会全权处理下可恢复作为会员的身份；不过，此等解释只有在他的会籍被终止之日期算起的6个月内寄达本会才会受到考虑。理事会保留对拖欠者征收费用（例如行政和法律费）的权利，作为他恢复会籍的条件。

g. 理事会可对过期付款征收费用。

## 7.2 入会费和会费

a. 理事会应确定每种会籍是否须缴纳任何入会费和会费以及数额。入会费和会费应按照理事会所规定的方式缴付。

b. 加入成为本会新会员者，应缴付他入会那个月份的整个月之会费。

c. 凡会员(除了公司(可转让)会员或定期会员或少年定期会员之外)正要或将要离开 新加坡为期至少6个月,可申请被列在出国留籍会员名单内。如获批准,他应被列在此等名单内，而他所缴付的会费应按照理事会认为适当的方式予以削减。

d. 由本会或由会员寄出的终止会籍书面通知的哪个月份，有关的会员应缴付整个月份的会费。通知如果是由会员寄出的，他应缴付直到和包括本会收到通知的哪个月份的会费。

7.3 信用户口

理事会可规定提供主会员或公司(可转让)会员或定期会员或少年定期会员的信贷限制以及享用此等信贷的按柜金数额。

## 第8章—名誉会长

8.1 理事会可邀请任何对本会或对社区服务有功的人士出任本会名誉会长。

8.2 名誉会长不必缴付入会费和会费，但根据本章程和附则应有权享用本会的所有设施和权益。

## 第9章—名誉副会长

9.1 理事会可邀请任何对本会或对社区服务有功的会员在大会上被选为本会名誉副会长。

9.2 名誉副会长不必缴付会费，但根据本章程和附则应有权享用本会的一切设施和权益。

## 第9A章—终身名誉会长

9A.1 理事会可邀请任何以会长身份服务本会为期合计达10年或以上的会员，在大会上被选为终身名誉会长，以充当理事会之顾问。

9A.2 终身名誉会长不必缴付会费，但根据本章程和附则，应有权享用本会的一切设施和权益。

## 第10章—大会

10.1 主会员可参加大会以讨论有关会务事项，但只有有投票权的会员可提出和附议议决案并进行投票表决。除了下列10.2条项所指的常年会员大会之外，大会应称之为会员特别大会。

常年会员大会

10.2 本会的常年会员大会应在每历年的4月份举行：

a 覆准上一届常年会员大会以及/或者会员特别大会之录。

b 接受以及/如果通过，采纳常年会务报告。

c 接受以及/如果通过，采纳上一财政年度的经过审计之财政报告。

d 选举会长、副会长、本会队长、副队长以及理事会其他理事。

e 选举本会信托人，如有必要。

f 委任一名专业审计师或专业会计事务所。

g 处理议程内其他事项。

10.3 常年会员大会之通知书和议程，应在大会召开前至少14天张贴在本会布告栏，并邮寄一份给每个主会员，除了通知书内所列的讨论事项之外，不得在大会上提出其他问题。

10.4 常年会务报告和财政报告，可在常年会员大会召开的至少7天前连同大会通知书一起寄给所有主会员。

10.5 如果因疏忽而没有寄发开会通知书、常年会务报告或财政报告给任何主会员，大会也不得因此而被认为不合规章或无效。会址将保留上述报告各一份，以供主会员参阅。

10.6 任何有投票权的会员，如拟在任何大会上提出任何事项或提出任何动议，应在此等大会日期的至少21天前以书面通知总经理/秘书。

10.7 任何主会员如拟在常年会员大会上对报告或帐目提出质问，应在此等大会日期的至少整整4天前，即不包括星期日和公共假期，以书面通知总经理/秘书。

10.8 理事会有权制定所有大会的议事程序。

10.9 在所有大会上，会长应担任会议主席，如果他不在，由副会长或理事会委任的一名理事负责主持，与会的每一名有投票权的会员对每一项动议都拥有一票的表决权，但是如果发生票数相等的情形，则大会主席拥有决定性的第二票表决权。

10.10 除非在场的有投票权会员大多数要求记名投票表决，否则应以举手进行表决。

10.11 常年大会的法定人数应为有投票权会员50人。如果不够法定人数，大会应延迟30分钟召开，如果届时到会的有投票权会员还

是不到50人，那么在场者将被当作已构成足够法定人数，但是他们没有权力修改或增删章程条文。

10.12 任何大会的记录，应在8个星期内寄发给全体主会员；出席大会的会员，在上述大会记录寄发后的两个星期内如果没有提出书面反对，则大会记录应当作正式通过论。对大会记录的任何修正案，应分发给全体主会员，过后应呈交下一届大会覆准之。

会员特别大会

10.13 如果有不少过100名有投票权会员联名具函要求召开会员特别大会并列明召开大会之理由，则理事会必须在收到有关函件后的21天内召开之。

10.14 寄发召开会员特别大会的通知书，可应用10.3和10.5条文；惟应作必要的修改。

10.15 会员特别大会的法定人数，应为有投票权会员100人。

10.16 如果不够法定人数，主席应宣布散会；从散会那天起的6个月内，不得再为同样目的而召开特别大会。

## 第11章—理事会

11.1 本会之会务，由理事会掌管；理事会成员乃由常年会员大会选出来的下列职员和理事组成：

| | | |
|---|---|---|
| （I） | 会长 | 1人 |
| （II） | 副会长（统务） | 1人 |
| （III） | 副会长（财务） | 1人 |
| （IV） | 队长 | 1人 |
| （V） | 副队长 | 1人 |
| （VI） | 理事 | 12人 |

11.2 理事会理事应在下届常年会员大会卸任，但可连选连任。

11.3 只有入会至少连续两年的有投票权会员，才有资格出任理事会理事。

11.4 任何有投票权会员如因行为不端而遭惩罚，则从因这类行为不端而遭惩罚之日期算起的5年期间将没有资格出任理事会理事。

11.5 理事会可增选没有被取消资格的任何一个有投票权会员填补理

事会的任何空缺。此外，理事会可邀请多达4名有投票权的会员（拥有任职资格）加入理事会任职。

11.6 a. 理事会至少每两个月应开会一次，开会通知书应在至少7天前发给理事会的每个理事。

b. 会长或任何副会长或本会队长或副队长，都可立即通知全体理事会理事随时召开理事会特别会议。

c. 理事会会议的法定人数应为不少过半数理事。

11.7 理事会对本会之财政收支和产业，拥有绝对的控制权和管理权，包括有权支用不超过五万元的特别开销或不超过四十万元的发展开销，以及管理和监督一切会务之进行，而且在必要时，或在符合本会利益之条件下，处理本会员工的增聘或解雇以及拟定服务条件和薪酬之专有权力。理事会对发展开支如果不能得到在场的会员的一致决定，则这项开支必须在常年会员大会上或会员特别大会上获得会员的批准。

11.8 理事会可制定本身的议事常规。

11.9 会长可以委任任何常务委员会之主席。

11.10 理事会可委任常务委员会的其他委员。常务委员会主席也可委任他的常务委员会之委员，惟必须经过理事会之批准。

11.11 根据本章程，理事会所作出的任何决定都可委托给常务委员会。

11.12 理事会可随时更动任何常务委员会的成员人选。常务委员会没有权力代表本会行事，包括无权动用任何款项或缔结任何财政或其他契约，除非获得理事会以书面记录的明确授权。

11.13 队长可委任一名有投票权的会员出任任何活动无论是体育或其他活动的召集人。

11.14 理事会或常务委员会的成员在获得委任后，如果被发觉不合资格或在受委日期之后变成不合资格，则由此造成的任何空缺，不应导致理事会或常务委员会的行动或程序变成无效。

11.15 对有关本章程或附则之任何条文的要旨与解释，如有任何含糊不清或意见分歧，理事会应予以确定。理事会也可确定本章程或附则内没有明文规定的任何事项。除非会员大会作出修改，

否则理事会的决定将是最后的，不得提出异议。

11.16 理事会任何理事或常务委员会或任何其他委员会或小组委员会任何委员或召集人在履行他的职务时如有任何行事疏漏，本会或其会员不得索赔求偿，除非他有欺诈行为。本会应保障此等委员以补偿他们在执行职务时可能蒙受任何欠债、损失、开销和赔款。

11.17 理事会理事就任时必须执行一项宣言，并保证没有利益冲突。

## 第12章—理事职权

12.1 会长应该：
a. 主持所有大会及理事会会议。
b. 在理事会会议上拥有第二票的决定性表决权。
c. 代表本会处理对外事务。

12.2 会长不在时，副会长（统务）应该代理会长，如果副会长（统务）也不在，则理事会可委派任何一位理事代理会长。

12.3 本会队长应负责一切有关游泳和体育的事务。

12.4 本会副队长应协助本会队长襄理事务，他不在时代理队长。

## 第13章—最高权柄

本会的最高权柄乃在出席任何大会的有投票权会员之手中。

## 第14章—修改章程

14.1 每个会员都有义务去了解本章程,每个主会员和定期会员也有责任要他的 配偶和子女去了解本章程, 每个公司(可转让)会员也有责任要其提名代表以及其提名代表的配偶和子女去了解本章程。

14.2 章程之修改可在大会上提出来。

14.3 修章草案应在大会会期的至少21天前以书面提交给总经理/秘书，并在大会召开前之至少14天发给全体主会员。

14.4 修章草案只要获得出席大会的至少51%有投票权会员之投票支持就可通过。

14.5 修章草案只有在获得社团注册官的书面批准后才能生效。

## 第15章—财务

15.1 本会财政年度是由每历年1月1日开始到12月31日截止。

15.2 本会的收入和资产以及本会或本会代表鸠收的所有钱财，只可用诸于推动、促进和履行本会的宗旨；任何会员都不得在股息、花红或利润之方式下取得上述钱财的任何部份。

15.3 所有属于本会的资金（不包含已投资资金）将以本会名义存放在金融机构的一个账户或多个账户内。会长、两名副会长、本会队长、副队长和总经理/秘书将有权批准账户提款或付款。任何金额少于$200,000.00的提款或付款将需要上述的其中两名授权签署人批准。任何金额为$200,000.00或更多的提款或付款将需要上述的其中三名授权签署人批准。

15.4 理事会可依照本章程之规定，把本会不急用的任何存款用来投资。

15.5 理事会应备有适当的帐目记录。

15.6 任何时候，如果大会通过议案授权理事会向外贷款，则理事会就有权按照理事会可能确定的条件，一次或时不时向外贷款以供本会之用途；惟这始终必须受到议案条件之约束。如果获得议案的这样授权，本会信托人应把本会不动产的全部或部份进行抵押。

## 第16章—产业、投资与受托人

16.1 本会可接受或放弃任何性质之产业，无论这是否必须受到信托明确条件之约束。

16.2 本会可购置或取得和持有任何性质以及世界任何地区的房地产，并可变卖、出租或以其他方法去处理有关的房地产。

16.3 任何属于本会的产业，可归给不少过两名但不超过4名的信托人去管理；这些信托人应在本会的大会上选出来；信托人应任职到由大会委任新的信托人为止。

16.4 本会之投资可包括世界任何地区的股票证券、基金、金融衍生工具和产业、不动产或动产、有租期土地或永久保有地；期限和条件（如有的话）可根据现行法律所认可的。

16.5 理事会在取得大会之批准后，可指示信托人变卖、改变和转让投资和产业，并把从中之收益供作大会所决定之用途。

16.6 信托人在履行作为本会信托人的职务时，如有任何行事或疏漏，本会或其会员不得对任何信托人提出索赔求偿，除非该信托人有欺诈行为。本会应补偿他们在执行作为本会信托人之职务时所可能蒙受的任何负债、损失、开销和赔款。

16.7 信托人可随时以书面通知本会自愿辞去他的信托人职位。

16.8 如果信托人逝世或神经失常或移居外国或离开新加坡为期12个月，则他应被当作辞职论。在上述情况下，如果信托人的人数当时已不到两人，那就得召开大会以选出一个信托人。

16.9 大会可罢免信托人的职位，并委任另一个信托人取代他。

16.10 罢免信托人职位的任何建议，必须在讨论此建议的大会召开之至少7天前，通知将会被罢免的信托人。

## 第17章—附则

17.1 理事会有权制定附则，以便遵照章程调节本会的会务，以及更妥善地执行和管理本会的会务。

17.2 每个会员都有责任去了解附则；每个主会员和定期会员也有责任要他的配偶和子女去了解附则；每个公司(可转让)会员也有责任要它的提名代表以及其提名代表的配偶和子女去了解附则。

## 第18章—通知

18.1 如因疏忽而没有分发任何会议（无论是大会、理事会会议或其他等等）通知书给有权与会的任何人士，或者有权与会的任何人士没有收到开会通知书，都不应使任何议事程序、议案或会议采取的决定因此而失效。

18.2 会员的住址如有任何更换，应立即以书面通知本会。

18.3 本会所要寄出的任何文件，应寄到会员向本会登记的住址。

18.4 除了本章程另有其他规定之外，本会要寄发的任何文件，可用平邮寄发；在邮寄的第3天，应被当作收到论，即使有关的文件可能被退回或投递不到。

18.5 本会以挂号邮寄的任何文件，在邮寄日期算起的第3天应当作已被有关会员收到论，即使有关文件可能退回或投递不到。信差所派送的任何文件，在送达有关会员住址的当天就应被视为已收到论，即使文件过后可能被退回。

## 第19章—禁例

19.1 禁止把吸毒用具或不良份子带进本会会址。

19.2 不得动用本会基金以替被任何法庭或任何有关当局定罪的会员缴付罚款。

19.3 本会不得以本会的名义或理事职员或会员的名义发行任何彩票，除非是专为本会筹款而获得有关当局的事先批准。

19.4 不过，在有关当局的事先批准下，本会可以：

a. 安装果子机专供本会会员之用；
b. 举行摇珠开彩作为会员消闲活动之一部份。

19.5 本会不得企图限制或以任何方式干涉其雇员之任何联合会的职工会活动，或从事职工会法令条文所规定的职工会活动。

19.6 本会不得涉及任何政治活动，也不得准许它的基金和/或会址被充作政治用途。

## 第20章—解散

20.1 本会不得加以解散，除非有不少过75%的本会有投票权会员出席大会并投票赞成，才可以解散。

20.2 a. 如果本会被解散，则本会前此所合法欠下的一切债务都必须还清，剩下的基金、产业和资产（如有的话），应拨供下列任何一项或更多项用途：游泳、体育和文化，以及/或者照大会之决定，捐给一个或多个慈善机构，如果没有这样的决定，则应拨给由本会最后一届理事会所提议的一个或数个慈善机关。会员不得凭着他的会籍而分到上述任何基金、产业或资产。

b. 解散通知书必须在议决解散后的7天内呈交社团注册官。

# Bye-Laws

Updated in April 2026
更新于2026年4月

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# Bye-Laws

These bye-laws are made pursuant to Article 17.1 of the Constitution. Subject to the Constitution, the bye-laws of the Club shall be as stated below.

## GENERAL

1. These bye-laws may be amended from time to time by the Management Committee. Definitions used in the Constitution will also apply in the bye-laws, unless otherwise stated. Article 2A.6 of the Constitution shall also apply to the bye-laws with the necessary modifications.

2. The power to enforce these bye-laws shall rest upon the General Manager/Secretary of the Club, any member of the Management Committee or any person authorised by the Management Committee, the Management Committee and the Disciplinary Panel referred to in Article 6 of the Constitution.

3. Any decision to be made by the Management Committee under these bye-laws may be delegated by the Management Committee to a Standing Committee.

4. Unless otherwise approved by the Management Committee, the opening hours of the Club shall be 9.00am to 10.00pm.

5. All recreational, social and sports facilities and any other amenities or activities that the Club may provide shall be subject to the opening hours and regulations laid down by the Standing Committees concerned.

6. The Management Committee may, at any time close the facilities for repairs, special functions or competitions as and when the need should arise. Whenever possible adequate notice of such closure shall be given in the form of a notice on the bulletin board or at the entrance of the Club.

7. The Club shall not be liable for loss of or damage to any article brought into the Club's premises by a member or his guest or any other person.

8. The Club shall not be liable for any injury whatsoever or howsoever caused to a member, his guest or any other person.

9. Any member or his guest or any other person breaking or damaging the property of the Club shall pay to the Club the cost of making good the damage. The amount of such cost shall be assessed by the Management Committee whose decision shall be final.

10. No car, motorcycle or bicycle is allowed to park overnight in the Club's premises unless authorised by the Management Committee.

11. Members who park their motor vehicles and bicycles indiscriminately in the Club's premises causing obstruction and inconvenience to other members shall be given a maximum of three warnings. Upon the third warning, the member shall be liable for disciplinary action.

12. No member or his guest or any other person shall take away or be permitted to take away any property of the Club from the Club's premises.

13. No food or drink other than those served by the Club or any authorised caterers may be brought into any part of the premises of the Club, unless permission has been granted by the Management Committee or the General Manager/Secretary.

14. No member or his guest or any other person shall allow any animal to be brought into the Club's premises.

15. The use of skateboards, in-line skates, micro-scooters and other personal mobility devices (whether motorised or otherwise) is prohibited in the Club's premises.

16. Members shall behave in a proper and decent manner within the Club's premises. Anti-social habits such as spitting and the use of foul language shall not be permitted. Likewise all persons entering the Club's premises shall be dressed in a proper manner. Persons in soiled and unkempt clothes and inappropriate footwear or who are dressed in a manner which may cause offence or in an indecent manner shall not be permitted into the Club's premises.

17. No member shall take it upon himself to reprimand any of the Club's staff. All complaints shall be directed, in writing, to the General Manager/Secretary. A member who lodges such a complaint shall give his full name and membership number and shall be prepared to substantiate the complaint by personally availing himself for an inquiry should the need arise. Anonymous complaints will not be entertained.

18. Any approved advertisement of any sponsor may be displayed at the Club only during the period of sponsorship or match/tournament.

19. Only members 21 years of age and above have access to the Fruit Machines in the Club.

20. All employees and contract workers of the Club are not allowed to use the Fruit Machines in the Club or to participate in any game of chance organised by the Club.

21. A Social Member shall not be entitled to any other privileges or facilities and may only use except indoor games or facilities, such as tombola and gaming machines and such activities, games and food outlets as the Management Committee may from time to time decide.

22. No member or his guest or any other person should intrude into any facility / event / activity booked or organized by another member or corporation.

23. Members are prohibited from assigning, subletting, or reselling their booking of CSC facilities (or part thereof) without prior written consent. Any such infringement will render the booking void, and CSC reserves the right to cancel the booking, in which the booking fee will still be payable. On-site checks may be conducted, and the member booking the facility must be present.

24. A Chinese Singapore citizen or Chinese Singapore permanent resident of 21 years of age and above is eligible to apply to the Club for Ordinary (Transferable) Membership.

25. Any individual whose race, as stated on the NRIC, is recorded as Chinese shall be eligible to apply for Ordinary (Transferable) Membership and, upon admission, shall be admitted as an Ordinary (Transferable) Member.

26. Any individual whose race, as stated on the NRIC, reflects a double-barrelled Chinese component, even if it includes another race (e.g., Chinese-Indian or Malay-Chinese), shall be eligible to apply for Ordinary (Transferable) Membership and, upon admission, shall be admitted as an Ordinary (Transferable) Member.

27. The use of automated software, bots, scripts, or similar tools to access or make facilities bookings through the Club's online facilities booking system is strictly prohibited. Where such activity is detected or suspected, the Club reserves the right to temporarily suspend or block the member's access to the online booking system, without prior notice while investigations are conducted.

28. The use of ball-feeding machines or similar training equipment at any Club facility is strictly prohibited, except when used as part of an official Club academy programme under the supervision of an authorised coach or instructor.

## CHILDREN UNDER 12

1. Any child under the age of 12 years shall not be permitted to use the Club's facilities unless accompanied or supervised by a Principal Member, a Term Member, a Nominee, a Spouse Member or a Spouse Term Member who shall be fully responsible for the child's safety and behaviour.

2. Domestic helpers or maids may accompany children of members under the age of 12 to the Club for training but are not allowed to use the Club facilities.

3. Any child of a Principal Member or of a Term Member or of a Nominee, under the age of 12 years must be registered with the Club as a child dependant and such a child may use the Club's facilities without payment of a guest fee.

4. Any child of a Principal Member, Term Member or Nominee, between 12 years up to just before 21 years of age must be registered as a Junior Member or Junior Term Member failing which such a child may only use the Club's facilities as a guest and the Bye-laws on

guests shall apply to such a child. Such a child may be registered as a Junior Member only if he satisfies Article 5.1(g) of the Constitution.

## MEMBERSHIP CARD

1. Membership cards are not transferable and are the property of the Club. All membership cards are to be returned to the Club upon termination of the Principal Membership, Term Membership and Corporate Membership.

2. Any member who allows his membership card to be used by another person shall be liable for disciplinary action.

3. It is the duty of every member to report in writing the loss or theft or destruction of his membership card to the Club within one week of the loss, theft or destruction and to seek a replacement. The fee for the replacement shall be determined by the Management Committee.

4. The Management Committee may also determine the frequency for issuance of new membership cards for security or administrative reasons.

5. Members are obliged to show their membership cards for checking whenever requested to do so by authorised members of the staff and the personnel of any security agency engaged by the Club.

6. Any member who leaves his membership card in the Club premises and fails to collect it after 30 days from the date the member is notified, the membership card will be de-activated. Member will need to pay a replacement fee for the replacement card. The fee for such replacement shall be determined by the Management Committee.

7. Members who have failed to return the membership cards upon termination of membership will be charged a fee of $10.90 per card.

## GUESTS

1. Any Principal Member, Term Member, Nominee, Spouse Member, Spouse Term Member, Junior Member or Junior Term Member (who is at least 15 years of age as of such member's last birthday) (hereinafter referred to as "the Host") may bring in guests to enjoy the Club's facilities on payment of such fees as shall be prescribed by the Management Committee from time to time. Guests brought

in by a Nominee of a Corporate (Transferable) Member are guests of the Corporate (Transferable) Member which shall also be responsible for the conduct of the guests.

2. The Host bringing a guest to the Club shall accompany the guest and be responsible for ensuring the observance by such guest of the Constitution and Bye-laws of the Club and for entering the particulars of such guest in the book provided for this purpose and obtaining a guest pass or coupon.

3. Sports Members, Social Members, Junior Members and Junior Term Members (who are not at least 15 years of age as of such member's last birthday) shall not be permitted to bring guests into the Club.

4. Any spouse or child of any Principal Member or Nominee or Term Member who is not a Spouse Member, Junior Member, Spouse Term Member or Junior Term Member and who is not registered as a child dependant with the Club may only be admitted as a guest.

5. Any person whose application for membership to the Club has been rejected shall not be permitted to be brought in as a guest.

6. The Club reserves the right to refuse admission to a guest or eject a guest from its premises. Without prejudice to Article 5A.3 of the Constitution, the Host who brought in the ejected guest may be called upon to answer for the guest's dressing and/or conduct.

7. A guest so ejected shall not be permitted to enter the Club's premises thereafter.

8. Guest fees for guests (regardless of age) who use the facilities of the Club shall be billed at $5.45 per guest on weekends and public holidays, and at $3.27 per guest on weekdays.

9. Guest fees shall be debited to the relevant account. The Host shall ensure that the particulars of the guest are entered in the book provided for this purpose and the guest pass or coupon is obtained prior to the guest using the Club's facilities, failing which 5 times the applicable fee for bringing in the guest shall be paid.

10. Any member who continually brings in guests without signing them in or deliberately avoids paying guest fees will be liable for disciplinary action.

11. Any Management Committee member may bring in a special guest of the Club such as visitors and VIPs without payment of a fee to the Club.

## ABSENT MEMBERSHIP

1. Any member intending to apply to be an Absent Member must settle his outstanding account before making the application and must return his membership card and car park label with his application.

2. Any application is for a minimum of 6 months and to a maximum of 3 years and thereafter may be renewed for such a period as the Management Committee may decide. An application for renewal of Absent Membership is required to be submitted before lapse of Absent Membership.

3. Every application to be an Absent Member is subject to approval by the Management Committee.

4. Any member intending to apply to be an Absent Member must provide satisfactory documentary proofs such as overseas employment/studies and/or visa for the period of absence.

## ENTRANCE, REGISTRATION, SUBSCRIPTION, TRANSFER, CONVERSION & ADMINISTRATIVE FEES AND CREDIT FACILITY

## ENTRANCE FEES

1. Subject to the Constitution, any person or company who satisfies the requirements of the Constitution may apply to be admitted as a member, in the relevant category, of the Club upon payment of an entrance fee. The entrance fee payable shall be determined by the Management Committee from time to time.

## REGISTRATION FEES

2. From 30 April 2000, there shall be no Family Memberships. Principal Members and spouses of Principal Members who enjoyed Family Memberships prior to 30 April 2000 shall be issued with new membership cards in due course to replace their existing membership cards which shall continue to be valid until so replaced. Principal Members shall continue to register the particulars of their children below the age of 12 years as child dependants.
3. The registration fee for Junior Members or Junior Term Members shall be $436.

4. The registration fee for the change of nominee for Corporate Membership shall be billed at $545 unless otherwise determined by the Management Committee.

5. Social Membership fee, unless otherwise determined by the Management Committee, shall be at $109 per member for 24 months.

6. If any person is de-registered as a Spouse Member, Spouse Term Member, Child Member or Child Term Member prior 28 April 2013, then an administrative fee of $109 is payable for a fresh application to be a Spouse Member, Spouse Term Member, Junior Member or Junior Term Member.

## SUBSCRIPTION FEES

7. The subscription fees for the following categories of membership, unless otherwise determined by the Management Committee, shall be:

| | |
|---|---|
| Ordinary (Transferable) Membership | $1,177.20 per year and pro-rata for part of a year |
| Concessionary Subscription fee (apply to all Junior Members who successfully convert to Ordinary (Transferable) Members under Article 5.1(g)(vii) of the Constitution and who are between the ages of 21 and 24 years) | $588.60 per year and pro-rata for part of a year |
| Associate (Transferable) Membership | $1,177.20 per year and pro-rata for part of a year |
| Concessionary Subscription fee (apply to all Junior Members who successfully convert to Associate (Transferable) Members under Article 5.1(g)(vii) of the Constitution and who are between the ages of 21 and 24 years) | $588.60 per year and pro rata for part of a year |

| | |
|---|---|
| Corporate (Transferable) Membership (with 4 nominees) | $4,708.80 per year and pro-rata for part of a year |
| Term Membership | $1,177.20 per year and pro-rata for part of a year |
| Spouse Membership / Spouse Term Membership | $130.80 per year and pro-rata for part of a year |
| Junior Membership (for a child between 12 years to just before 21 years old) | $130.80 per year and pro-rata for part of a year |
| Junior Term Membership (for a child between 12 years to just before 21 years old) | $130.80 per year and pro-rata for part of a year |
| Absent Membership | 20% of the applicable subscription fee |
| Sports Membership (Junior) (12 years to just before 21 years old) | $130.80 per year and pro-rata for part of a year |
| Sports Membership (21 years old and above) | $1,177.20 per year and pro-rata for part of a year |
| Temporary Membership | (to be determined) |

All subscription fees shall be apportioned and be payable monthly.

## TRANSFER FEES

8. Except where the Constitution provides that a membership may be transferred without payment of a transfer fee, or with the payment of a nominal transfer fee under Article 8a, the transfer fee for the transfer of a membership from a Principal Member to a transferee who satisfies the requirements of the Constitution shall be $6,540, or such other fees as may be determined by the Management Committee.

   a. A Principal Member holding Ordinary/Associate Membership will be eligible for a one-time transfer of his/her membership to his/her spouse who must be a registered spouse member of the Club by paying a nominal transfer fee of $327.

9. The transfer fee for the transfer of a membership from a Corporate (Transferable) Member to a transferee who satisfies the requirements of the Constitution shall be $10,900 or such other fee as may be determined by the Management Committee.

## CONVERSION FEES

10. A Junior Member who wishes to convert his membership to an Ordinary or Associate (Transferable) Membership upon attaining the age of 21 may apply to the Management Committee for approval to do so.

11. The application must be made before the Junior Member attains the age of 21 years.

12. A Junior Member who in the opinion of the Management Committee has proven himself to be an asset to the Club may be allowed to pay the conversion fee mentioned under Category 1. All other Junior Members shall pay the conversion fee as stipulated under Category 2 to convert as Principal Members.

    Junior Membership Conversion Fees:

    Category 1 : $763
    Category 2 : $1,526

## ADMINISTRATIVE FEES

13. Principal, Nominee and Term Members shall be required to register their spouses as a Spouse Member, and such registration shall be subject to the payment of an administrative fee of $109.

14. Principal, Nominee and Term Members shall be required to register their children within 6 months as Junior Members upon each such child attaining the age of 12 years (calculated at the date of such child's last birthday), and failing which such registration shall be subject to the payment of an administrative fee of $109.

## CREDIT FACILITY

15. Every Principal Member shall place a deposit of $100 or $200 (for Principal Members who joined the Club on or after 1 January 2024) with the Club as security for the payment of expenses incurred by the Principal Member or for his account.

16. Every Term Member shall place a deposit of $1,000 with the Club as security for the payment of expenses incurred by the Term Member or for his account.

17. Every Corporate (Transferable) Member shall place a deposit of $500 with the Club as security for the payment of expenses incurred for its account.

18. A member who is in arrears has no voting rights, is not allowed to attend general meetings, to hold office, propose or second an applicant. Should this member default in his payments, his membership shall be terminated and all prior payments shall be forfeited.

19. An undischarged bankrupt may not apply or continue to be a member.

## F&B LEVY

20. All Principal Members, Term Members and Corporate Members with the exception of Absent Members, will be billed a F&B Levy of $10.90 monthly.

21. Once levied, the F&B Levy ("credit") is valid for four consecutive months ("validity period"). A member may utilise the credit to offset his subsequent food and beverage levy within the validity period. Such an offset shall be carried out on the first in first out method.

22. After the end of the fourth month, the credit is considered expired and the member cannot use an expired credit to offset any food and beverage levy. Expired credit is not refundable.

23. The members' Statement of Account will reflect the amount of credit expiring in the following month. It is the duty of members to monitor the expiry of the credit. Expiry date of the credit will not be extended under any circumstances.

24. The prevailing rate of GST shall be applicable for the Levy.

## THE LOBBY

1. The Club's lobby is a transient waiting area for members, their guests and patrons of the restaurants or facilities. Sleeping on the seats at the lobby is not allowed.

2. The use of personal radio receivers/portable DVD players/CD players and/or musical instruments that would cause disturbance to others is not allowed to be operated in the lobby.

3. Removal of any of the Club's property from the premises is not allowed.

4. Moving of the furniture and vandalizing of the furnishings in the lobby are not allowed.

5. Placing of one's feet on the seats and/or tables provided in the lobby is not allowed.

6. The tapping of electricity from any power point is not allowed.

7. Eating and drinking in the lobby is not allowed.

8. Any person who engages in loud conversations and/or who behaves in a disorderly, aggressive or intimidating manner will be requested to leave the lobby.

9. The Club reserves the right to request any member or person who flouts any of the bye-laws stated herein to leave the lobby.

10. Disciplinary action may be taken against those members and/or their guests who persist in flouting the above bye-laws. Patrons of restaurants or facilities may be barred from entering the Club indefinitely if they harass or cause any nuisance to any member, their guests or staff of the Club.

11. The dress code in the lobby is smart casual. No swimsuit, flip flops and soiled or wet clothes are allowed.

12. Members are reminded to loan only one set of newspapers at any one time. No newspapers, periodicals, magazines or books may be removed from the Club premises. Members shall always return them to the original place after reading.

13. The Management Committee reserves the right to change these bye-laws without prior notice.

## 12 LANES BOWLING ALLEY

### GENERAL

1. Bowling shoes must be worn at all times during play.

2. For hygiene reasons, socks must be worn with house shoes. House shoes should not be worn outside the bowling centre.

3. Bowlers shall exercise consideration when bowling including but not limited to the following:

   - A bowler shall complete his/her throw promptly so as not to hold up bowlers bowling in the same or adjacent lanes.

   - In general, a bowler shall give way to the bowler on his/her right when both bowlers are approaching the lanes.

   - A bowler shall not conduct himself/herself in such a way where it may distract another bowler.

4. Smoking and gambling are strictly prohibited.

5. House balls must be returned to the ball racks after use.

6. While necessary care will be taken by the Club to ensure the good working order of the bowling equipment/lanes, the Club shall not be responsible for any damages to personal equipment.

7. In the event of equipment malfunction, members will be assigned to other lanes subject to availability. When no lanes are available, the affected members will be given priority in the waiting list for the next available lanes.

8. Children under the age of 12 must be accompanied by an adult member (21 years old and above).

9. Members shall be fully responsible for the cost of repairs or damages to the bowling equipment caused by them. The amount of

such cost shall be determined by the Management Committee whose decision shall be final.

10. The Management Committee and the relevant committees may by notification on the Club's notice board reserve the bowling centre for approved tournaments, training sessions and activities.

11. No organised Bowling classes, teaching or coaching shall be conducted by anyone, except by coaches or schools approved by the Standing Committee concerned.

## BOOKINGS/OPENING HOURS

12. Member may book in person or via telephone through the Bowling Reception during opening hours. Booking by proxy is strictly prohibited.

13. On-the-spot booking is based on first-come-first-served basis.

14. Booking in advance may be made up to a maximum of seven days.

15. Members must produce their membership cards for verification and sign in at the Bowling Reception before commencing play.

16. Members are required to fill up the players' particulars form including the names and account numbers of members playing on members' day as well as the names and guest pass number of guests playing on guest days, for facilities booking before commencing the use of Badminton Court, Bowling Alley, Billiards & Snooker Tables, Squash Courts, Table Tennis Tables and Tennis Courts, failing which booking may be withdrawn by the staff in-charge.

17. Each booking shall be for one lane for a period of not more than two hours. Additional lanes may be assigned subject to availability and on the condition that the lanes shall be recalled if there are members waiting to bowl.

18. Any extension is subject to availability of lanes at point of extension.

19. Notice of cancellation must be given at least 24 hours in advance from the time of booking, otherwise the prevailing cancellation charge shall apply.

20. A 15-minute grace period will be given to a booking member to take up his/her booking. Thereafter, the member is deemed to have cancelled his/her booking and the prevailing cancellation charge shall apply.

21. **Opening Hours/Rates**

| **Day** | **Time** |
|---|---|
| Monday to Thursday | 12.00nn to 11.00pm |
| Friday & Eve of Public Holiday | 12.00nn to 1.00am |
| Saturday & Public Holiday | 10.00am to 1.00am |
| Sunday | 10.00am to 11.00pm |

**Peak Period**

| | |
|---|---|
| Eve of Public Holiday<br>Monday to Friday | 6.00pm till close |
| Public Holiday/Saturday & Sunday | Whole Day |

**Rates (Per game)**

| | **Peak** | **Normal** |
|---|---|---|
| Ordinary/Associate/Term Member/ Sports (Adult) | $3.30 | $2.50 |
| Junior/Junior Term Member | $2.50 | $2.00 |
| Members' Guest* | $5.00 | $3.60 |
| Social Member | $5.50 | $4.00 |

*Rates do not include General Guest Fee which is payable upon entry to the Club.

## ATTIRE

22. Members and their guests shall be properly attired at all times whilst in the Bowling Centre. Wet attires and footwear and torn and untidy outfits are strictly prohibited.

## GUEST

23. A member may not bring in more than 5 guests at any one time.

24. Members shall be responsible for their guests' conduct and must accompany them at all times during play.

25. Members shall ensure their guests are duly signed in and pay the stipulated guest fees (General Guest Fee).

## BADMINTON COURTS

## GENERAL

1. Badminton courts may be booked and used in accordance with the bye-laws herein or any other regulations as set down or as determined by the Management Committee or Standing Committee concerned. The notice shall be posted on the Club's notice board.

2. Children under the age of 12 must be accompanied by a Principal Member or Term Member or Nominee of a Corporate Member. They may use the courts outside peak hours on any day. Children playing together during off-peak hours must be supervised by the member who made the booking. Members are responsible for their children.

3. Members play at their own risk and the Club shall not be responsible for any injuries sustained from the use of the badminton courts.

4. Members shall be fully responsible for the cost of repairs or any damage caused to the badminton courts. The amount of such cost shall be determined by the Management Committee whose decision shall be final.

5. Smoking, eating and drinking are not permitted within the badminton courts.

6. The Standing Committee concerned reserves the right to recommend to the Management Committee to suspend any member who abuses the Bye-laws governing the use of the badminton courts, in accordance with the Club's Constitution.

7. The Management Committee and/or the Standing Committee concerned reserves the right to utilise the courts even during peak hours for training/coaching sessions by officially appointed Club coaches. However, the Standing Committee concerned shall endeavour to minimise the use of courts for training/coaching sessions during peak hours so that members shall not be unnecessarily deprived of the use of the same.

8. Except with the expressed permission of the Standing Committee concerned, no organised badminton classes, teaching or coaching shall be conducted by anyone.

9. The Management Committee and/or the Standing Committee concerned may, by notification on the Club's notice boards at least one week in advance, reserve one or more courts for approved Club tournaments or matches.

10. Approved advertisements from the Club's sponsors may be displayed during the period of a match/tournament only.

11. The Management Committee and Standing Committee concerned are authorised to enforce these Bye-laws and are empowered to warn players of any infringements and whenever deemed necessary, to request players to leave the badminton court/s or Club's premises.

12. The Badminton Courts shall be used strictly for badminton -related activities only. Any non-badminton activities are strictly prohibited unless prior written approval has been obtained from the Club Management.

## BOOKING/OPENING HOURS

13. Badminton courts may be booked for a minimum period of 1 hour and no part thereof between 7.00am and 10.00pm.

14. Bookings may be made in person at the Sports Reception between 7.00am and 9.30pm daily. The account number and telephone number of the member should be given at the time of booking. Bookings shall be on a first-come-first-served basis. However, preference will be given to persons booking personally at the Club. There shall be no booking by proxy.

15. Advance booking up to a maximum of 7 days is permitted.

16. Membership cards must be produced upon booking of courts.

17. Members are required to fill up the players' particulars form including the names and account numbers of members playing on members' day as well as the names and guest pass number of guests playing on guest days, for facilities booking before commencing the use of Badminton Court, Bowling Alley, Billiards & Snooker Tables, Squash Courts, Table Tennis Tables and Tennis Courts, failing which booking may be withdrawn by the staff in-charge.

18. A court may be booked in the name(s) of one or two members. When booked under a single name, that member must be present for play and be one of the signatories of the chit. When two names are used for booking, at least one must be present for play and be one of the signatories of the chit.

19. Courts may not be booked during peak hours by any individual member for more than two hours of play at any one time and not more than twice in any 7-day period.

20. Junior Members or Junior Term Members may book the courts during off-peak hours on any day.

21. Booking charges are as follows:

| | |
|---|---|
| **Off peak** | |
| Monday to Friday | 7.00am to 6.00pm<br>$7.63 per hour |
| **Peak** | |
| Monday to Friday | 6.00pm to 10.00pm<br>$9.81 per hour |
| Saturday, Sunday & Public Holidays | 7.00am to 10.00pm<br>$9.81 per hour |

22. When the member booking the court is not present after 10 minutes from the commencement of the booking, his booking is deemed cancelled but the slot may be opened to any two players waiting to use the court at that time at the same court charges.

23. In the event of power failure or courts rendered unplayable, members who have booked the courts and paid for them may carry forward their bookings to another day when the courts are available. There will be no refund of booking fees.

24. Members are required to use their credit account for all bookings. Junior Members or Junior Term Members shall use Nets, where applicable and pay the court fees at the time of booking.

25. Court charges will be made for each 60-minute period of play regardless if an advance booking had been made. These charges will be made through the Club's Reception Counter.

26. Failure to cancel a booking by the member who made the booking either by telephone or in person before 12.00nn one day before the date of booking automatically renders the member liable for the charges for the entire duration of the booking.

27. Entrance fees and/or booking charges for Club tournaments will be determined by the Management Committee and/or Standing Committee concerned.

## ATTIRE

28. The attire may be of any colour or combination of colours. During participation of Club tournaments or friendly matches, no wording shall appear on the front or back of such attire other than the manufacturer's name (e.g. brands of sportswear, Club logo or Club recognised sponsors).

29. Only Badminton and/or Court Shoes, with non-marking soles, can be worn onto the courts.

30. No player is permitted to play in marking shoes, slippers or barefooted.

31. Players who are found to be wearing inappropriate footwear will be asked to leave the court immediately. The booking will be suspended and no refund will be made.

32. Players who are found to be repeatedly flouting the above bye-laws and/or uncooperative towards Staff's instruction to leave the courts may be subjected to disciplinary action from the Club.

33. The Club reserves all right to charge a minimum administrative fee from $218 for rectification of any damage done to the courts due to non-compliance of the Bye-Laws.

## GUESTS

34. Each Principal Member, Term Member, Nominee, Spouse Member, Spouse Term Member, Junior Member or Junior Term Member (who is at least 15 years of age as of such member's last birthday) may invite up to a maximum of 5 playing guests at any one time into the Club, in accordance with these Bye-Laws. Any invited guest of a Member shall only be allowed to use the Club's sports facilities no more than once per week, unless otherwise authorised by the Management Committee.

35. Members must be present and wholly responsible for the conduct and actions of their guests at the Club at all times.

36. Members introducing guests to use the badminton courts must sign in their guests at the Club's Reception Counter and pay the stipulated guest fees. Club guests e.g. players and officials during tournaments or friendly matches are exempted from paying guest fees.

37. Except for professional/state players (overseas or local invited by the Standing Committee concerned or as approved by the Management Committee from time to time, guests are not allowed in the badminton courts on Sundays from 7am to 12nn.

## BILLIARDS & SNOOKER LOUNGE

## GENERAL

1. The Billiards & Snooker Lounge is reserved for the exclusive use of members.

2. Members shall be held responsible for their guests.

3. All members using the facilities of the Billiards & Snooker Lounge must make payment through their credit account. Authorised Junior Members or Junior Term Members shall use Nets, where applicable or through the credit facilities of their parents.

4. Children under the age of 16 are not allowed in the Billiards & Snooker Lounge unless accompanied by their parents who shall be responsible for them.

5. Any member found tearing the billiards or pool table cloth shall bear the cost of replacing the cloth as determined by the Management Committee.

6. Smoking is strictly prohibited by law in the Billiards & Snooker Lounge.

7. Littering and gambling are strictly prohibited.

8. No other games except those to be played on the billiards and pool tables are permitted in the Billiards & Snooker Lounge.

9. Junior Members and Junior Term Members may only book table 1 and pool table.

10. Junior Members and Junior Term Members playing on table 1 and pool table may book on an hourly basis. Extension of the booking up to a maximum of 1 hour is permitted provided at the end of the booking a table is available. However, booking must be done on the hour and not at any time before.

## BOOKING/OPENING HOURS

11. Opening Hours:

| | |
|---|---|
| Monday to Thursday, Saturday, Sunday, Eve of Public Holiday & Public Holiday | : 2.00pm to 10.00pm |
| Friday | : 2.00pm to 11.00pm |

12. Bookings may be done online or through the Sports Reception.

13. Maximum booking is two (2) hours consecutively or at different time slots totaling 2 hours. Extension of the booking up to a maximum of 1 hour is permitted provided that at the end of the 2-hour booking a table is available for play.

14. A member who has already secured 2 hours of booking for a later part of the day may make additional bookings on an hourly basis provided he is personally at the Billiards & Snooker Lounge and a table is available for booking. However, booking must be done sharp on the hour.

15. Bookings can be made online, either in person or via telephone. Booking by proxy is strictly prohibited.

16. Members are to sign in the booking ledger before commencing play.

17. Members are required to fill up the players' particulars form

including the names and account numbers of members playing on members' day as well as the names and guest pass number of guests playing on guest days, for facilities booking before commencing the use of Badminton Court, Bowling Alley, Billiards & Snooker Tables, Squash Courts, Table Tennis Tables and Tennis Courts, failing which booking may be withdrawn by the staff in-charge.

18. A member who has secured a booking should play.

19. A half-hour grace period will be given to any member who has made a booking. Booking shall be deemed cancelled if the member fails to use the table after expiry of such period and he has to pay for the entire period of the booking.

20. A member must present his guest fees receipt to the Sports Reception before commencement of play.

21. Booking charges are as follows:

| | | |
|---|---|---|
| Normal hours | : | $4.36 per table per hour |
| Peak hours | : | $5.45 per table per hour |
| Peak hours include | : | Monday to Friday - 6.00pm to 10.00pm |
| | | Saturday - 3.00pm to 10.00pm |
| | | Sunday & Public Holiday - whole day |

## ATTIRE

22. Members and guests must be properly attired whilst in the Billiards & Snooker Lounge. Members with sleeveless T-shirts and shorts are not allowed to play on the billiards and pool tables.

## GUESTS

23. Members who invite guests must sign in their guests in the Guest Book at the Club's Reception Counter and pay the stipulated guest fees.

## CONDUCT

24. Members and guests should refrain from shouting or having loud conversation.

## FLEX GYM

## GENERAL

1. Members and guests use the facilities at their own risk and the Club shall not be responsible for any mishaps or injury however caused, sustained or incurred arising out of or in any way connected with the use of the facilities/equipment.

2. Members and guests are advised to undergo a medical examination prior to enrolment or using the Flex Gym's facilities.

3. Towels must be used at all times during training in the Flex Gym.

4. All weights and exercise machines are to be shared by everyone. There shall be no monopoly by one person over the weights or machines. The Instructor shall have the authority to decide when any dispute occurs. Weights and exercise equipment should be returned to their respective places.

5. The Instructor shall have the authority to reject any member who flouts these bye-laws. A report shall then be made to the Management for further action.

6. Peak Periods

| | |
|---|---|
| Monday to Friday | : 6.30am to 11.00am and 5.00pm to 10.00pm |
| Saturday, Sunday & Public Holiday | : Whole Day |

7. No food is allowed inside the Flex Gym.

8. Members/Guests are to observe all the safety regulations in the Flex Gym.

9. Members are required to provide their account number to the Flex

Instructor on duty at the counter for towels taken for themselves or their guests prior the commencement of exercises. Towels provided by Flex Gym are strictly for use within the Gym to wipe the machines after training for hygiene purpose and must be returned before leaving the Gym. A penalty fee of $5.45 will be imposed if the member and/or their guests bring the towel out of Flex Gym.

10. Members/Guests are to use the equipment correctly and not misuse them. Any damaged or faulty equipment must be reported to the Instructor. No equipment is allowed to be brought out of the Flex Gym without the permission of the Instructor.

11. Children below 12 years are prohibited to enter the Flex Gym. Only Club players trained under supervision by coaches are allowed.

## BOOKING/OPENING HOURS

12. Operating Hours:

| | |
|---|---|
| Monday to Friday | : 6.30am to 10.00pm |
| Saturday & Sunday | : 7.00am to 9.00pm |
| Public Holiday | : 7.00am to 8.00pm |

## ATTIRE

13. Male : Track suit, T-shirts or singlets and shorts
Female : Track suit, T-shirts and shorts or leotards

14. Appropriate shoes have to be worn while working out at the Flex Gym.

## FEES

15. **Section Membership (Unlimited Use)**

| | |
|---|---|
| Ordinary/Corporate/Associate/Term/ Spouse/Spouse Term/Junior/Junior Term/ Sports (per member) | $16.35 per month |
| Senior Members (60 yrs & above) Ordinary/Associate/Spouse Member | $8.72 per month |

| | |
|---|---|
| *Family Package 1 (2 members) | $21.80 per month |
| *Family Package 2 (3 to 4 members) | $27.25 per month |
| *Family Package 3 (5 members and above) | $32.70 per month |

**Walk-in/Per Entry**

| | |
|---|---|
| Ordinary/Corporate/Associate/Term/ Spouse/Spouse Term/Junior/Junior Term/ Sports (per member) | $8.72 (Peak)<br>$5.45 (Off Peak) |
| Senior Members (60 yrs & above) Ordinary/Associate/Spouse Member | $5.45 (Peak)<br>$3.27 (Off Peak) |
| Social Member (Off-peak only) | $21.80 (Per Hour) |
| Guest | $16.35 (Peak)<br>$10.90 (Off Peak) |

*Family package is applicable only to spouse and junior members (12 years & below 21 years old) registered with the club under the same Principal membership.

## CONDUCT

16. Members/Guests must at all times conduct themselves with decorum in the Flex Gym.

17. No coaching or personal training is allowed in Flex Gym other than those provided by trainers appointed by the Club.

## SPORTS GYM

## GENERAL

1. The Sports Gym is reserved for the use of Club representatives and athletes who have been given prior approval by the respective coaches.

2. Athletes use the facilities at their own risk and the Club shall not be responsible for any mishaps or injury however caused, sustained or incurred arising out of or in any way connected with the use of the facilities/equipment.

3. Athletes are to bring their own towels which must be used at all times during training in the Sports Gym.

4. Athletes are not allowed to train on their own without the supervision of their coaches who must be properly trained to use the equipment in the Sports Gym.

5. The Management Committee reserves the right to change these bye-laws without prior notice.

## ATTIRE

6. Athletes must be in sports attire whilst in the Sports Gym. No slippers are allowed in the Sports Gym.

## CONDUCT

7. Smoking and eating are not permitted within the Sports Gym premises.

8. Athletes must at all times conduct themselves with decorum in the Sports Gym.

## OPENING HOURS

9. Monday to Saturday : 5.30am to 9.00pm

   Sunday/Public Holidays : 7.00am to 7.00pm

10. Dry land training (Swimming) is stipulated as follows:

    Daily : 5.30am to 9.30am and 4.00pm to 7.00pm

    (Except Sunday) : 5.30am to 9.30am

## SQUASH COURTS

## GENERAL

1. Squash courts may be booked and used in accordance with the Bye-laws herein or any other regulations as set down or as determined by the Management Committee or the Standing Committee concerned. The notice shall be posted on the Club's notice board.

2. Children under the age of 12 must be accompanied by a Principal Member or Term Member or Nominee of a Corporate Member. They may use the courts outside peak hours on any day. Children playing together during off-peak hours must be supervised by the member who made the booking. Members are responsible for their children.

3. Members play at their own risk and the Club shall not be responsible for any injuries sustained from the use of the squash courts.

4. Members shall be fully responsible for the cost of repairs or any damage caused to the squash courts. The amount of such cost shall be determined by the Management Committee whose decision shall be final.

5. Smoking, eating and drinking are not permitted within the squash courts.

6. The Standing Committee concerned reserves the right to recommend to the Management Committee to suspend any member who abuses the Bye-laws governing the use of the squash courts, in accordance with the Club's Constitution.

7. The Management Committee and/or the Standing Committee concerned reserves the right to utilise the courts even during peak hours for training/teaching sessions by officially appointed Club coaches. However, the Standing Committee concerned shall endeavour to minimise the use of courts for training/teaching/ladder activities during peak hours so that members shall not be unnecessarily deprived of the use of the same.

8. The Management Committee and/or the Standing Committee concerned may, by notification on the Club's notice boards at least one week in advance, reserve 1 or both courts for approved club tournaments or matches.

9. Approved advertisements from the Club's sponsors may be displayed during the period of match/tournament only.

10. The Management Committee and Standing Committee concerned are authorised to enforce these Bye-laws and are empowered to warn players of any infringements and whenever deemed necessary, to request players to leave the squash court/s or Club's premises.

11. The Squash Courts shall be used strictly for squash-related activities only. Any non-squash activities are strictly prohibited unless prior written approval has been obtained from the Club Management.

## BOOKING/OPENING HOURS

11. Squash courts may be booked for a minimum period of 1 hour and no part thereof between 7.00am and 10.00pm. Fees are chargeable for use of the courts on an hourly basis.

12. Bookings may be made online, by phone or in person at the Sports Reception between 7.00am and 9.30pm daily.

13. Membership cards must be produced at the point of booking.

14. Members are required to fill up the players' particulars form including the names and account numbers of members playing on members' day as well as the names and guest pass number of guests playing on guest days, for facilities booking before commencing the use of Badminton Court, Bowling Alley, Billiards & Snooker Tables, Squash Courts, Table Tennis Tables and Tennis Courts, failing which booking may be withdrawn by the staff in-charge.

15. A court may be booked in the name(s) of one or two members. When booked under a single name, that member must be present for play and be one of the signatories of the chit. When two names are used for booking, at least one must be present for play and be one of the signatories of the chit.

16. Advance booking up to a maximum of 7 days is permitted for Principal Members, Term Members and Nominee of a Corporate Member by phone or in person. Booking shall be on a first-come-first-served basis.

17. Booking charges are as follows:

**Off peak**

| | |
|---|---|
| Monday to Friday | : 7.00am to 6.00pm<br>$4.36 per hour |
| Saturday | : 7.00am to 3.00pm<br>$4.36 per hour |
| Sunday | : 7.00am to 10.00pm<br>$4.36 per hour<br>Maximum of Two hours per account only |

**Peak**

| | |
|---|---|
| Monday to Friday | : 6.00pm to 10.00pm<br>$5.45 per hour |
| Saturday | : 3.00pm to 10.00pm<br>$5.45 per hour |
| Public Holiday | : 7.00am to 10.00pm<br>$5.45 per hour |

18. When the member who booked the court is not present after 10 minutes from the commencement of the booking, the booking is deemed cancelled but the slot may be opened to any player waiting to use the court at that time at the same charges.

19. No play can commence until the member obtains the relevant booking chit as proof of booking. Members are obliged to show the booking chit for checking when requested by the officer-in-charge.

20. In the event of power failure or courts rendered unplayable, members who have booked the courts and paid for them may carry forward their bookings to another day when the squash courts are available. There will be no refund of booking fees.

21. Members are required to use their credit account for all bookings. Junior Members and Junior Term Members shall use Nets, where applicable and pay the court fees at the time of booking.

22. Court charges will be made for each 1-hour period of play regardless if an advance booking had been made. These charges will be made through the Club's booking sheet, which must show the period of play and the signature of the member booking the court before play commences.

23. Failure to cancel a booking online or either by phone or in person before 12.00nn one day before the date of the booking automatically renders the member liable for the charges for the entire duration of the booking.

24. Entrance fees and/or booking charges for Club tournaments will be determined by the Management Committee and/or Standing Committee concerned.

25. Junior and Junior Term Members may book the courts during off-peak hours on any day. However, if the courts are available during peak hours, on-the-spot bookings are allowed for Junior and Junior Term Members.

## ATTIRE

26. The attire for squash must conform to reasonable standards of decorum. During participation of Club tournaments or friendly matches, no wordings shall appear on the front or back of such attire other than the manufacturer's name (e.g. Brands of sportswear, Club logo or Club recognised sponsors).

27. Shoes must be rubber and non-marking soles.

28. No player is permitted to play in slippers or barefooted.

29. Only non-marking balls are permitted to be used.

## GUESTS

30. Each Principal Member, Term Member, Nominee, Spouse Member, Spouse Term Member, Junior Member or Junior Term Member (who is at least 15 years of age as of such member's last birthday) may invite up to a maximum of 3 playing guests at any one time into the Club, in accordance with these Bye-Laws. Any invited guest of a Member shall only be allowed to use the Club's sports facilities no more than once per week, unless otherwise authorised by the Management Committee.

31. Members must be present and wholly responsible for the conduct and actions of their guests at the Club at all times.

32. Members introducing guests to use the squash courts must sign in their guests at the Club's Reception Counter and pay the stipulated guest fees. Club guests e.g. players and supporters during tournaments or friendly matches are exempted from paying guest fees.

## SWIMMING POOLS

## GENERAL

1. Flippers are not to be worn or taken into the pool.

2. All other floatation, toys etc if brought into the pool should not cause any inconvenience to other swimmers. The Management Committee has the right to disallow any form of floatation or toys in the pool.

3. Swimmers should take a shower and use the footbath before entering the pool.

4. Anyone suffering from open wound infections or contagious diseases shall not use the swimming pool.

5. No child is allowed in the swimming pool area except in the company of an adult. Any adult taking such a child into the swimming pool area accepts full responsibility for the child's safety. Maids or domestic helpers may accompany children to the swimming pool area but are not allowed to enter the water.

6. Only non-breakable crockery and cutlery are allowed at the poolside.

7. During training sessions, the cordoned-off areas shall be out of bound to all other members and guests.

8. Except with the expressed permission of the Standing Committee concerned, no organised swimming/training classes, teaching or coaching shall be conducted by anyone.

9. Diving is strictly not permitted in the pool.

10. Members are advised to leave the pool during heavy thunderstorms/ lightning or when requested to do so by the Club's staff, lifeguards or Management Committee.

11. The Astrium : Monday to Sunday
6.00am to 9.00pm daily
(including Public Holiday)

12. Sports Complex : Monday to Sunday
6.00am to 9.00pm daily
(including Public Holiday)

13. At the discretion of the Standing Committee concerned or the Management Committee, the pools or a section of the same may be closed for competitions, repairs or routine cleaning etc. Sufficient

notice shall be given to members and this notice shall indicate the time the pools will be closed.

14. No one should enter or swim in the pool during pool closure for repairs and routine cleaning and outside the specific opening and closing hours except for swimmers undergoing training.

**Indemnity:**

- There is no lifeguard on duty from 6.00am to 7.00am and members are to swim at their own risk.
- Towel Counter only operates from 7.00am to 10.00pm daily.
- Members will not hold the Club, appointed staff or officials in any way responsible for any mishaps, injuries, loss of life, or for loss or damage to any property howsoever arising out of or in the course of or in connection with his or her swimming outside pool opening hours.

15. Due to the depth of the Water-polo Pool, only competent swimmers are allowed to use the pool. The pool is strictly to be used for Water-polo training/activities and Swimming training/activities. Social swimming in the Water-polo Pool is strictly prohibited.

16. Selfie Stick is not allowed to be used in the swimming pools.

## ATTIRE

17. Undressing and changing into swimming attire is not permitted outside the authorised changing rooms for both adults and children.

18. Members and guests in swimming attire are restricted to the area around the pool and changing rooms.

19. No person is allowed to swim or sunbath unless wearing proper swimming attire acceptable to the Management Committee.

## SWIMMING TRAINING

1. All registered swimmers shall comply with the Club's general bye-laws.

2. It shall be the duty of registered swimmers and their parents/ guardians to acquaint themselves with, and comply with, the Swimming Training bye-laws including such policies which may be introduced from time to time for the Club's swimming programme.

3. It shall be the duty of registered swimmers and their parents/ guardians to notify the Club in advance in the event they wish to discontinue swimming training with the Club. In such event, only notification made on the Club's official Withdrawal Form shall be deemed effective notice.

4. The Swimming Sub-Committee and Management Committee reserve the right to change/adjust the swimming training schedule as they deem fit.

5. All feedback on swimming training or related matters shall be addressed to the Swimming Sub-Committee and conveyed through the Swimming feedback email.

6. Any parent and/or swimmer found flouting the Swimming Training Bye-Laws may be liable for disciplinary action in accordance with Article 6 of the Club Constitution.

## CONDUCT

7. All registered swimmers shall comply with the swimmers' code of conduct.

8. During training sessions, parents/guardians shall not interrupt, interfere and/or approach the coaches. Similarly, parents are prohibited from instructing, distracting, reprimanding and/or disciplining any swimmer.

9. All parents/guardians shall stay away from the pool deck around the competition and water-polo pools during training hours.

10. All parents/guardians are expected to conduct themselves in a respectable and responsible manner, and abide by the Swimming Training Bye-Laws whenever and wherever applicable.

11. Parents are not permitted to coach, or attempt to train, their child/children outside training hours within the CSC premises.

12. Swimming training will commence on time. Swimmers will be given a 15 minutes grace period. After which, the swimmer will not be allowed to train with the squad. Coaches are empowered to direct late-comers to train in a separate designated lane.

13. Swimmers should greet their coaches before and after training and respect all coaches at all times.

14. Swimmers shall endeavor to complete each training session. Permission to leave the training early should be sought by the swimmer or parent/guardian before the start of the training session.

15. Swimmers shall be responsible to bring their training gear/equipment required for training.

## UPGRADING

16. Upgrading of swimmers shall be in accordance to the upgrading criteria and approved by the Swimming Sub-Committee. All decisions made by the Swimming Sub-Committee shall be final. No appeals will be entertained.

17. The Swimming Sub-Committee reserves the right to amend or adjust the upgrading criteria as it deems necessary.

## FUN POOL & PLAYGROUND (KINGFISHER COVE)

### GENERAL

1. The Club Management reserves the right to close, restrict access to, or otherwise regulate the use of the Fun Pool and Playground for Club functions, cleaning, maintenance, safety, weather conditions or any operational reason as determined by the Club Management at any time with or without prior notice.

2. The General Manager, lifeguards and duty managers are authorised to enforce these Bye-Laws and may issue warnings, require any person to cease an activity, or require such person to leave the Fun Pool, Playground or Club premises where there is a breach of these Bye-Laws.

3. The Club reserves the right to deny or suspend access to the facilities to any person who fails to comply with these Bye-Laws.

4. The use of the Fun Pool, Water Slide and Playground facilities is entirely at the user's own risk. To the fullest extent permitted by law, the Club, its Management, employees and agents shall not be liable for any injury, loss, damage or death suffered by any member, family member, guest or visitor arising from or in connection with the use of the facilities, except where such liability cannot be excluded under applicable law.

### OPERATING HOURS

5. The Fun Pool and Playground shall operate during the following hours unless otherwise determined by Management:
Monday to Sunday: 8.00am to 8.00pm

### AGE AND SUPERVISION

6. The Fun Pool and Playground are designed primarily for children aged 5 to 12 years.

7. Children below 5 years of age may only use the facilities under the direct and continuous supervision of a responsible adult.

8. Notwithstanding the above, all children must always be under the direct and continuous supervision of a responsible adult when using the Fun Pool, Water Slide or Playground.

9. Parents, guardians and caregivers shall remain fully responsible for the supervision, safety and conduct of children under their care at all times.

## PLAYGROUND RULES

10. The following are strictly prohibited in the Playground area:
    a) Bringing of pets
    b) Cycling or riding bicycles, scooters, skateboards or similar devices
    c) Personal floats, inflatable toys or flotation devices unless expressly approved or provided by the Club

## WATER SLIDE RULES

**11a. Minimum Height Requirement**

i) Users of the tube slide must be at least 1200 mm in height.

**11b. Persons Not Permitted**

i) The following persons are not permitted to use the slide:
   - Children below the minimum height requirement
   - Adults
   - Infants carried in arms

**11c. Proper Use of the Slide**

i) Only one person is allowed on the slide at any time.
ii) Users must slide feet first.
iii) Users must maintain the proper riding position and must not perform stunts.
iv) Stopping, changing position, or forming "chains" while on the slide is prohibited.
v) Users must wait until the person in front has fully cleared the landing area before sliding.

**11d. Exit Area**

i) Users must exit the landing area immediately upon completing the slide.

**11e. Lifeguard Instructions**

i) All users must follow the instructions of lifeguards or Club personnel at all times.

## ATTIRE

12. All persons using the Fun Pool must wear appropriate swimwear acceptable to the Club.

13. Footwear is not permitted in the Fun Pool.

14. Flippers are not permitted in the Fun Pool.

## HYGIENE AND CONDUCT

15. All persons must shower and use the foot-bath before entering the Fun Pool.

16. Persons suffering from open wounds, infections or contagious diseases must not enter the pool.

17. Horseplay, ball games or dangerous behaviour are prohibited in the Fun Pool and surrounding areas.

18. Smoking, eating, drinking and littering are prohibited in the Fun Pool and Playground areas.

19. Spitting, urinating, clearing noses or throats, or other anti-social or unhygienic acts are strictly prohibited.

20. No person may enter the Fun Pool during heavy thunderstorms or when instructed by lifeguards or Club personnel.

## MEMBER RESPONSIBILITY

21. The Principal Member shall be responsible for ensuring that his or her family members, guests and accompanying persons are informed of and comply with these Bye-Laws at all times.

## AMENDMENT

22. The Club Management reserves the right to amend these Bye-Laws from time to time as necessary.

## TABLE TENNIS ROOM

## GENERAL

1. The Table Tennis tables may be booked and used in accordance with the bye-laws herein or any other regulations as set down or as determined by the Management Committee or the Standing Committee concerned.

2. Children under the age of 12 must be accompanied by a Principal Member or Term Member or Nominee of a Corporate Member. Members are responsible for their children.

3. Members play at their own risk and the Club shall not be responsible for any injuries sustained from the use of the facility.

4. Members shall be fully responsible for the cost of repairs or any damage caused to the facility. The amount of such cost shall be determined by the Management Committee whose decision shall be final.

5. Smoking and eating are not permitted within the facility.

6. The Standing Committee concerned reserves the right to recommend to the Management Committee to suspend any member who abuses the bye-laws governing the use of the facility, in accordance with the Club's Constitution.

7. The Management Committee and/or the Standing Committee concerned reserves the right to utilize the facility for training/ teaching sessions by officially appointed Club coaches.

8. No organised Table Tennis/training classes, individual coaching/training shall be conducted by anyone unless with the approval of the Standing Committee concerned.

9. The Management Committee and/or the Standing Committee concerned may, by notification on the Club's notice boards at least one week in advance, reserve the room for approved club activities.

10. The Management Committee and Standing Committee concerned are authorised to enforce these bye-laws and are empowered to warn players of any infringements and whenever deemed necessary, to request players to leave the room or Club's premises.

## BOOKING/OPENING HOURS

11. The tables may be booked for a minimum period of 1 hour and no part thereof between 7.00am and 10.00pm. Fees are chargeable for use of the tables on an hourly basis.

12. Bookings may be made online, by phone or in person at the Sports Reception between 7.00am and 9.30pm daily.

13. Membership cards must be produced at the point of booking.

14. Members are required to fill up the players' particulars form including the names and account numbers of members playing on members' day as well as the names and guest pass number of guests playing on guest days, for facilities booking before commencing the use of Badminton Court, Bowling Alley, Billiards & Snooker Tables, Squash Courts, Table Tennis Tables and Tennis Courts, failing which booking may be withdrawn by the staff in-charge.

15. A table may be booked in the name(s) of one or two members. When booked under a single name, that member must be present for play and be one of the signatories of the chit. When two names are used for booking, at least one must be present for play and be one of the signatories of the chit. There shall be no booking by proxy.

16. Advance booking up to a maximum of 7 days is permitted for Principal Members, Term Members and Nominees of a Corporate Member by phone or in person. Booking shall be on a first-come-first-served basis.

17. Booking charges are as follows:

**Off peak**

| | | |
|---|---|---|
| Monday to Friday | : | 7.00am to 6.00pm<br>$3.27 per table per hour |

**Peak**

| | | |
|---|---|---|
| Monday to Friday | : | 6.00pm to 10.00pm |
| Saturday/Sunday/Public Holiday | : | 7.00am to 10.00pm<br>$5.45 per table per hour |

18. When the member who booked a table is not present after 10 minutes from the commencement of the booking, the booking is deemed cancelled but the slot may be opened to any member waiting to use the table at that time at the same charges.

19. No play can commence until the member obtains the relevant booking chit as proof of booking. Members are obliged to show the booking chit for checking when requested by the officer-in-charge.

20. In the event of power failure or tables rendered unplayable, members who have booked a table and paid for it may carry forward their bookings to another day when the tables are available. There shall be no refund of booking fees.

21. Members are required to use their credit account for all bookings. Junior Members and Junior Term Members without credit account shall use Nets, where applicable and pay the fees at the time of booking.

22. Charges will be made for each 1-hour period of play regardless if an advance booking had been made. These charges will be made through the Club's booking sheet, which must show the period of play and the signature of the member booking the court before play commences.

23. Failure to cancel a booking either by phone or in person before 12.00nn one day before the date of the booking automatically

renders the member liable for the charges for the entire duration of the booking.

## ATTIRE

24. Members and guests must be properly attired when playing the game.

25. No player is permitted to play bare-bodied, in slippers or barefooted.

## GUESTS

26. Each Principal Member, Term Member, Nominee, Spouse Member, Spouse Term Member, Junior Member or Junior Term Member (who is at least 15 years of age as of such member's last birthday) may invite up to a maximum of 3 playing guests at any one time into the Club, in accordance with these Bye-Laws. Any invited guest of a Member shall only be allowed to use the Club's sports facilities no more than once per week, unless otherwise authorised by the Management Committee.

27. Members must be present and wholly responsible for the conduct and actions of their guests at the Club at all times.

28. Members introducing guests to use the facility must sign in their guests and pay the stipulated guest fees. Club guests e.g. players and supporters during tournaments or friendly matches are exempted from paying guest fees.

## SECTION TRAINING

29. In view that the tables are insufficient to cope if there is a large turnout, each player shall only be allowed to play on one table in not more than half an hour at a stretch or play a game of 7 sets of 11 points with his opponent per table, whichever is faster.

30. Sports Members are obliged to play/spar with all Club's players/ members irrespective of their status in the sport.

## TENNIS COURTS

## GENERAL

1. Tennis courts may be booked and used in accordance with the bye-laws herein or any other regulations as set down or as determined by the Management Committee or the Standing Committee concerned. The notice shall be posted on the Club's notice board.

2. Children under the age of 12 must be accompanied by a Principal Member, Term Member or Nominee of a Corporate Member. They may use the courts outside peak hours on any day. Children playing together during off-peak hours must be supervised by the member who made the booking. Members are responsible for their children.

3. Members play at their own risk and the Club shall not be responsible for any injuries sustained from the use of the tennis courts.

4. Members shall be fully responsible for the costs of repairs or any damage caused to the tennis courts. The amount of such costs shall be determined by the Management Committee whose decision shall be final.

5. Smoking, eating and drinking are not permitted within the Tennis courts.

6. The Standing Committee concerned reserves the right to recommend to the Management Committee to suspend any member who abuses the Bye-laws governing the use of the tennis courts, in accordance with the Club's Constitution.

7. The Management Committee and/or the Standing Committee concerned reserves the right to utilise the courts even during peak hours for training/teaching sessions by officially appointed Club coaches. However, the Standing Committee concerned shall endeavour to minimise the use of the courts for training/teaching/ladder activities during peak hours so that members shall not be unnecessarily deprived of the use of the same.

8. The Management Committee and/or the Tennis Sub-Committee may, by notification on the Club's notice boards at least one week

in advance, reserve 1 or all courts for approved Club tournaments or matches.

9. Approved advertisements from the Club's sponsors may be displayed during the period of a match/tournament only.

10. Unless approved by the Tennis Sub-Committee, no private coaching is allowed during peak hours on Monday to Saturday and Public Holidays.

11. The Tennis Courts shall be used strictly for tennis-related activities only. Any non-tennis activities are strictly prohibited unless prior written approval has been obtained from the Club Management.

## BOOKING/OPENING HOURS

12. Tennis courts may be booked for a minimum period of 1 hour and no part thereof between 7.00am to 10.00pm. Fees are chargeable for use of the courts on an hourly basis.

13. Members may book in person at the Sports Reception between 7.00am to 9.30pm daily. Contact number(s) of the members should be given at the time of booking. There shall be no booking by proxy.

14. Advance booking up to a maximum of 7 days is permitted for Principal Members or Term Member and Nominee of a Corporate Member by phone or in person.

15. Tennis courts cannot be booked more than 8 days in advance e.g. bookings may be made on Wednesday any time up to 10.00pm for the Wednesday of the following week.

16. Membership cards must be produced upon booking.

17. Members are required to fill up the players' particulars form including the names and account numbers of members playing on members' day as well as the names and guest pass number of guests playing on guest days, for facilities booking before commencing the use of Badminton Court, Bowling Alley, Billiards & Snooker Tables, Squash Courts, Table Tennis Tables and Tennis Courts, failing which booking may be withdrawn by the staff in-charge.

18. A court may be booked in the name(s) of the Principal Member or Nominee of a Corporate Member and/or Spouse Member/Term Member/Spouse Term Member. When booked under a single name, that member must be present for play and be one of the signatories of

the chit. When two names are used for booking, at least one of the members must be present for play and be one of the signatories of the chit.

19. Tennis courts may not be booked during peak periods by any member for more than two hours of play at any one time per court.

20. Booking charges are as follows:

**Off peak**

| | | |
|---|---|---|
| Monday to Friday | : | 7.00am to 6.00pm<br>$4.36 per court per hour |

**Peak**

| | | |
|---|---|---|
| Monday to Friday | : | 6.00pm to 10.00pm |
| Saturday/Sunday/Public Holiday | : | 7.00am to 10.00pm<br>$6.54 per court per hour |

21. In the event of rain, power failure or courts rendered unplayable, members who have booked the courts and paid for them may carry forward their bookings to another day when the courts are available. There will be no refund of booking charges.

22. Members are required to use their credit accounts for all bookings. Junior Members or Junior Term Members without credit account shall use Nets, where applicable and pay the court fees at the time of booking.

23. Court charges will be made for each 60-minute period of play regardless if an advance booking had been made. These charges will be made through the Club's booking sheet, which must show the period of play and the signature of the member booking the court before play commences.

24. Failure to cancel a booking by the member either by telephone or in person before 12.00nn one day before the date of booking automatically renders the member liable for the court charges for the entire duration of the booking.

25. Entrance fees and/or booking charges for Club tournaments will be determined by the Management Committee and/or Standing Committee concerned.

26. Junior Members or Junior Term Member may book the courts during off-peak hours on any day.

## ATTIRE

27. The attire for tennis must conform to reasonable standards of decorum. Such attire shall be basically light coloured, although coloured trimmings are permitted. During participation of Club tournaments or friendly matches, no wordings shall appear on the front or back of such attire other than the manufacturer's name. (e.g. Brands of sportswear, Club logo or Club recognised sponsors.)

28. No outdoor shoes are allowed onto the courts (ie. high-heeled shoes, golf shoes, soccer boots, shoes with black soles, safety boots and etc.).

29. Do not bring any sharp or heavy equipment onto the courts.

30. No player is permitted to play in slippers or barefooted.

31. Players who do not conform to these Bye-laws herein will be asked to leave the tennis court.

## GUESTS

32. Each Principal Member, Term Member, Nominee, Spouse Member, Spouse Term Member, Junior Member or Junior Term Member (who is at least 15 years of age as of such member's last birthday) may invite up to a maximum of 3 guests at any one time into the Club, in accordance with these Bye-Laws. Any invited guest of a Member shall only be allowed to use the Club's sports facilities no more than once per week, unless otherwise authorised by the Management Committee.

33. Members must be present and wholly responsible for the conduct and actions of their guests at the Club at all times.

34. Members introducing guests to use the tennis courts must sign in their guests at the Club's Reception Counter and pay the stipulated guests fees. Club guests e.g. players and supporters during tournaments or friendly matches are exempted from paying guest fees.

## BASKETBALL COURT

## GENERAL

1. The court may be booked for a minimum period of 1 hour and no part thereof between 7.00am and 10.00pm. Fees are chargeable for use of the court on an hourly basis.

2. The Basketball Court may not be booked by any individual member for more than two hours of play at any one time and not more than twice in any 7-day period. Failure to cancel a booking by the member who made the booking either by telephone or in person before 12 noon one day before the date of booking automatically renders the member liable for the charges for the entire duration of the booking.

   **Off peak**
   Monday to Friday : 7.00am to 6.00pm
   $4.36 per hour

   **Peak**
   Monday to Friday : 6.00pm to 10.00pm
   Saturday/Sunday/Public Holiday : 7.00am to 10.00pm
   $6.54 per hour

3. Bookings may be made online, by phone or in person at the Sports Reception between 7.00am and 9.30pm daily.

4. No organised basketball & pickleball class or coaching shall be conducted by anyone except by the Club appointed Coaches.

5. Basketball is available on loan at the Sports Reception on a first-come-first-served basis. $32.70 fees is applicable for failure to return the loan ball or any damage caused to the ball.

6. Spitting, smoking, littering and gambling are strictly prohibited.

7. Members play at their own risk and the Club shall not be responsible for any injuries sustained from the use of the Basketball court.

8. The Management may close the court for maintenance or reserve for any Club events without prior notice.

9. The court shall be closed where there is a tennis tournament in progress.

10. The Management Committee and Management are authorised to enforce these Bye-laws and are empowered to warn players of any infringements and request players to leave the Basketball court when deemed necessary.

## ATTIRE

11. Members and guests must be properly attired when playing the game.

12. No player is permitted to play in slippers or barefooted.

13. Shoes must be rubber and non-marking soles.

## GUESTS

14. Members shall be present and responsible for their guests.

15. Members must sign in their guests at the Club's Reception Counter and pay the stipulated guest fees.

16. Each Principal Member, Term Member, Nominee, Spouse Member, Spouse Term Member, Junior Member or Junior Term Member (who is at least 15 years of age as of such member's last birthday) may invite up to a maximum of 5 playing guests at any one time into the Club, in accordance with these Bye-Laws. Any invited guest of a Member shall only be allowed to use the Club's sports facilities no more than once per week, unless otherwise authorised by the Management Committee.

## CONDUCT

17. Members and guests shall refrain from shouting or having loud conversations while using the Basketball court.

## GAMES AND RECREATION ROOM

## GENERAL

1. The Recreation Room is strictly for social interaction and recreational purposes only.

2. Only Principal Members, Term Members, Nominee of Corporate Members, Spouse Members and Spouse Term Members are allowed in the Recreation Room.

3. Smoking is strictly prohibited in the Recreation Room.

4. Guests, Junior Members, Junior Term Members, Social Members and Sports Members are not allowed in the Recreation Room.

5. Cash transaction of any form is strictly prohibited in the Recreation Room. Purchases of any food and beverage shall be through the member's credit account.

6. Only chips shall be used for games. No cash or monetary value assigned to chips shall be allowed.

7. Tipping is strictly prohibited in the Recreation Room and in the Club.

8. There shall be no more than 16 people of mahjong playing at any one time.

9. Mahjong games should not be played for more than 10 hours a day.

10. The Management Committee is authorised to enforce these Bye-laws and are empowered to warn members of any infringement whenever deemed necessary and to request members to leave the Recreation Room or the Club's premises.

11. Any member who fails to comply with these Bye-laws will be severely dealt with.

12. The Disciplinary Panel reserves the right to suspend or expel any member who breaches these Bye-laws governing the use of the Recreation Room in accordance with the Club's Constitution.

13. The Management Committee reserves the right to amend or alter these Bye-laws as and when it deems necessary and such amendments will be deemed effective once posted on the Notice Board at the Recreation Room.

## BOOKING/OPENING HOURS

14. Operating Hours:

| | | |
|---|---|---|
| Friday, Saturday & Eve of Public Holiday | : | 1.00pm to 10.00pm |
| Sunday to Thursday | : | 1.00pm to 9.00pm |

15. Mahjong games shall cease before 11.00pm (as stipulated by MHA).

16. Fees for booking of Recreation Room is $5.45 per table per hour.

17. Bookings must be for a minimum period of 1 hour per table. Thereafter, any extension will be charged at the applicable hourly rate.

18. Only Principal members, Term Members, Nominee of Corporate Members, Spouse Members and Spouse Term Members are allowed to book.

19. Table allocation will be on a first-come-first-served basis.

20. Advance booking is not allowed.

21. When booking, members are required to fill in the Booking Receipt in full and provide names and membership account numbers

of accompanying players. All players must present their membership cards to the attendant on duty for checking.

22. No play can commence until the members have filled in the Booking Receipt.

23. Members are required to use their credit account to pay for all bookings.

## VIDEO GAMES CORNER

### GENERAL

1. Smoking, eating and drinking are strictly prohibited.

### OPENING HOURS

2.

| | | |
|---|---|---|
| Monday to Thursday | : | 12.00nn to 11.00pm |
| Friday & Eve of Public Holiday | : | 12.00nn to 1.00am |
| Saturday & Public Holiday | : | 10.00am to 1.00am |
| Sunday | : | 10.00am to 11.00pm |

### ATTIRE

3. Persons in swimwear, soiled or wet clothing/footwear are not allowed to play the Video Games Machines.

### CONDUCT

4. No rough handling such as shaking, hitting, kicking, and striking any part of the machines using any object and/or parts of a member/guest body is allowed. Such act would be deemed as vandalism and appropriate disciplinary action will be taken against any member/ guest found doing so.

## LIFESTYLE ACTIVITIES

### GENERAL

1. Lifestyle activities are open to all Principal Members, Term Members, Spouse Members, Spouse Term Members, registered Junior Members and Junior Term Members.

2. Each Principal Member, Term Member, Nominee, Spouse Member, Spouse Term Member, Junior Member or Junior Term Member (who is at least 15 years of age as of such member's last birthday) may invite guests to join the lifestyle activities on payment of such fees as shall be prescribed by the Management Committee/Standing Committee from time to time. Members are to be responsible for the conduct of the guests.

3. Any spouse or child of any Principal Member or Term Member who is not a Spouse Member or a Junior Member and who is not registered as a child dependent with the Club may only join the lifestyle activities as a guest.

4. Outside food/drinks are not permitted in the lifestyle activities held within Club's premises.

## WITHDRAWAL FROM ACTIVITIES

5. Absence from activities does not indicate withdrawal unless the official 'Lifestyle Withdrawal Form' is received in good time.

6. No withdrawal for short courses e.g. dance/vocal/exercise classes will be permitted once course commences.

## ON-GOING ACTIVITIES

7. No refund will be entertained upon confirmation of registration either by fax, mail, text message, email or telephone.

8. Withdrawal notice must be submitted at least 2 weeks in advance before the next billing month.

9. Notice received by the Club on or before the 15th day of the month will be processed within the month. Charges for the activity will cease in the following month.

10. Notice received by the Club after the 15th day of the month will be processed in the following month. Charges for the activity will be debited accordingly in the following month and cease thereafter.

## AD-HOC ACTIVITIES

11. Withdrawal/Cancellation shall be given 7 days' notice prior to commencement of event/workshop unless otherwise stated.

## SOCIAL DANCE NIGHT

## GENERAL

1. The Social Dance Night is open to all Principal, Term, Nominee, Spouse and Spouse Term Members.

2. Principal Members, Term Members or Nominee or Spouse Member, Spouse Term Members bringing a guest to the Club shall accompany the guest and be responsible for ensuring the observance by such guest of the Constitution and Bye-laws of the Club and for entering the particulars of such guest in the book provided for this purpose and obtaining a guest pass or coupon.

3. Each Principal Member, Term Member, Nominee, Spouse Member or Spouse Term Member (i.e. per account) is only allowed to sign in a maximum of 6 guests for the Social Dance Night on Saturday.

4. Any member who continually brings in guests without signing them in or deliberately avoids paying guest fees will be liable for disciplinary action.

5. Members are not allowed to stay inside the dance room more than 15 minutes if they have not signed in.

6. Outside drinks/food are not permitted in the dance room.

## OPENING HOURS

7. Every Saturday from 7.00pm – 10.30pm
(Exclude 1st and 5th Saturday of the month)

## PERFORMANCE SCHEDULE OF DEEJAY

8. The Social Dance Night shall comprise three sets of one 45-minute ballroom dance music and one 15-minute line dance music, followed by a 30-minute ballroom dance music set.

9. Line dance music is to be played during intervals unless all who are present otherwise unanimously agreed that other music is to be played.

## ACTIVITY SUITE

## GENERAL

1. Members and guests use the facilities at their own risk and the Club shall not be held responsible for any mishaps or injury however caused, sustained or incurred arising out of or in any way connected with the use of the facilities/equipment in the Activity Suite.

2. Priority for the use of the Activity Suite will be given to on-going activities. When not in use for on-going activities, booking of the Activity Suite is on a first-come-first-served basis for activities/events/functions organised and or/approved by the Club.

3. The Activity Suite are strictly reserved for Club organised activities and events and approved private bookings by members and affiliates of the Club. Unauthorised use of the Activity Suite is strictly prohibited and members who use the Activity Suite without proper authorisation will be subject to disciplinary action.

4. The respective section bye-laws will apply to all participants of Activities held in the Activity Suite.

5. All Club organised activities and events must be supervised/ conducted by an approved party/organiser.

6. Members and guests are advised to ensure that they are physically/ medically fit before participating in any form of physical activity organised in the Activity Suite or Club.

7. No outside food is allowed to be brought into the Activity Suite unless prior approval has been sought.

8. Members and guests are to observe all the safety regulations in the Activity Suite and co-operate with the organiser or person-in-charge when advised to observe them.

9. The equipment in the Activity Suite is strictly for use by participants of activities organised by the Club. Members and guests are advised not to use the equipment in the Activity Suite without permission. Members and guests who damage any of the equipment or fittings in the Activity Suite shall be liable to pay for the cost to replace or make good the damage.

## OPENING HOURS

10. Monday to Sunday : 7.00am to 10.00pm

## ATTIRE

11. Members and guests are advised to dress appropriately for the type of activities/programmes they have enrolled for. Appropriate footwear should also be worn in the Activity Suite at all time.

## CONDUCT

12. Members and guests must at all times conduct themselves with decorum in the Activity Suite.

## MEMBERS' PRIVATE BOOKINGS

13. Members' Private bookings of the Activity Suite are subject to the Bye-Laws stated herein and the terms and conditions as may be specified by the Club.

14. Private booking of Activity Suite is available from 9.00am - 7.00pm, subject to availability.

15. Minimum period for Members' private bookings shall be 4 hours with extension of 1 hour per block.

16. Private bookings for the Activity Suite shall be through the Club, subject to availability and approval of the Management or relevant Standing or Sub-committee.

17. Food and Beverage required must be catered from the Club's F&B department. No outside catering is allowed for members' private bookings.

18. Guest fee for each guest attending is applicable for private booking of the Activity Suite without F&B catering. (Eg. Rental for private dance/exercise practice)

19. The rates for private booking of the Activity Suite without F&B catering shall be as follows :

| Booking of Activity Suite without F&B | |
|---|---|
| Half Day (4 Hours) | $741.20 |
| Subsequent Hour | $163.50 |
| Whole Day (8 Hours) | $1,199.00 |

20. The catering or meeting packages for private booking of the Activity Suite may be obtained from the Club's F&B department.

21. The booked time slot determines the duration of use of the Activity Suite and the subsequent hour rate will apply for extended use of the same.

22. All cancellation notice must be in writing and submitted at least 15 working days prior the booking date.

23. For cancellation of bookings made 8 to 14 working days prior to the booking date, a 50% charge of the total booking fee shall apply.

24. For cancellation of bookings made 7 or less days prior to the booking date or no show, a 100% charge of the total booking fee shall apply.

25. Members shall not at any time license, assign or transfer their booking without the Club's written consent and approval.

26. The Management reserves the right to refuse any holding of activities in the Suite which it deems inappropriate, unfavorable, indecent or generally not befitting the prestige, image and objects of the Club.

27. Permission must be obtained before putting up of any decoration at the Activity Suite. The use of nails, screws, and other permanent fixture/adhesive is strictly not allowed in/on any part of the Suite.

28. Any damage to the Activity Suite and its furniture/equipment or any missing Club property while the suite is booked for private function shall be borne by the member who booked the same. The Club's decision on the cost incurred shall be final.

29. The Club shall not be liable for damages incurred due to the reasons listed hereunder and those similar thereto:
    i) Disrupted supply of vital services (such as water, electricity, etc)
    ii) Accidents or fire
    iii) Acts of nature
    iv) Any causes beyond the control of the Club resulting in delays, stoppages, disturbance or cancellation of confirmed or proposed bookings.
    v) Any personal injuries or loss of personal belongings by any persons attending event/activity.

30. Any persons attending any event/activity held within the Club's premises must abide by the Club's bye-laws.

## MAN ZHU CAFÉ

## OPERATING HOURS

1. The operating hours shall be as follows:

| | | |
|---|---|---|
| Monday to Thursday | : | 12.00nn to 9.30pm<br>(last order 9.00pm) |
| Friday,<br>Eve of Public Holiday<br>& Public Holiday | : | 11.30am to 9.30pm<br>(last order 9.00pm) |
| Saturday & Sunday | : | 8.30am to 9.30pm<br>(last order 9.00pm) |

## GENERAL

2. Only Chinese Swimming Club membership credit facility, Nets and credit cards are accepted in the Café. Members are responsible for their guests' bills.

3. No alcoholic drinks will be served to any person under the age of 18.

4. Smoking is not permitted in the Café.

## DRESS CODE

5. Attire : Smart Casual

Those who are attired in wet, sweaty, smelly and/or soiled clothes, singlets, dry or wet swimwear, swimming towel/robe and not wearing any footwear shall not be permitted to enter the Café. The staff or Manager on duty at the outlet reserves the right to refuse service to any member or his guest not appropriately dressed.

## MEMBERS' RESPONSIBILITIES

6. Principal Members are required to abide by these Bye-laws and behave with decorum in the Café.

7. Members are to ensure that they and their guest(s) are properly dressed in accordance with the Dress Code.

8. Members are responsible for the conduct of their guest(s) and their presence is compulsory for as long as their guest(s) are in the Café. No guest is allowed to loiter about in other parts of the Club premises on his or her own.

9. Anti-social behaviours such as the use of foul language, fighting, spitting or other forms of drunken behaviours shall not be permitted.

10. No member or guest shall be permitted to take away any property belonging to the Club in the Café. If any member or his/her guest is caught doing so, he/she will be reported to the Management Committee and/or be liable for disciplinary action or handed over to the police.

11. Members shall be responsible for any damage to the property of the Café caused by their guest(s) and the cost of the damage will be charged to the members concerned.

12. Members are not allowed to organise any lucky draws, lotteries or gambling in the Café.

13. The last food order for the night is thirty minutes (30) before closing time. To facilitate closing operations, the Café will commence closing 15 minutes before the specific closing hour. Members should give their full co-operation when advised by the service staff of the closing time.

14. Members will have to produce their membership cards before ordering.

15. Members must produce their membership cards upon settling their bills.

16. Members must sign all bills before leaving the Club. Any unsigned bill will be delivered to the accounts department for processing. However, a copy of the unsigned bill with the order chits attached will be retained by the Cashier for the member concerned.

17. To ensure a safe environment and the security of all diners, members are required to keep their belongings with them at all times. Personal belongings left unattended for more than 15 minutes will be removed by authorized staff.

## PURVIEW OF THE MANAGEMENT COMMITTEE/STANDING COMMITTEE

18. The replacement cost of any damage of property caused by Members or their guests will be determined by the Management Committee/ Standing Committee whose decision shall be final.

19. The Management Committee/Standing Committee reserves the right to amend the bye laws/rules and regulations at anytime they deem fit or necessary.

20. The Management Committee/Standing Committee reserves the right to block or close the outlet for Club's functions.

21. The Management Committee/Standing Committee/Manager/ Officer in-charge reserves the right to refuse service or entry to intoxicated members or guests into the Café.

22. All organised activities held at the Café shall be under the purview of the Standing Committee concerned.

23. In case of emergency, a member of the Standing Committee who is present may be consulted on the appropriate action to take.

24. The prices of drinks and food in the Café are according to the price-list provided by the Club as approved by the Standing Committee concerned.

## MANAGER/OFFICER'S RIGHTS

25. The manager/officer on duty reserves the right to exercise his/her rights to enforce the bye-laws and any other regulations as may be determined by the Management Committee or F&B Committee.

26. The staff/security officer/manager on duty reserves the right to request any rowdy or drunken member/guest to leave the Café.

## INDEMNITY

27. The member shall indemnify the Club against any liability that may arise as a result of any accident and shall bear full responsibility for the cost of any damage or defacement of the Café property or fixtures howsoever caused.

28. Members shall indemnify the Club for any loss/damage caused to any of their guest's personal belongings brought into the Café.

## PETS

29. Animals/pets are prohibited in the Café.

## PROHIBITED ITEMS

30. Outside food and beverages are not permitted in the Café.

31. Only bottled drinks and food ordered from Three Bars are permitted in the Café. Drinks and food ordered from other sources are not permitted.

32. Duty free liquor and wine are not permitted in the Café.

33. A corkage charge is applicable for wine or liquor not listed and brought into the Café for consumption. Listed wines and liquor are strictly not allowed to be brought in.

    Corkage charges are:
    Wines & Champagne - $27.25 per bottle
    Liquor - $32.70 per bottle

## PROMOTIONAL BANNER

34. Only promotional banners and other sponsorship materials approved by the Management Committee/Standing Committee will be permitted to be displayed at the Café during the promotional period. All promotional materials should be removed immediately once the promotion period is over.

## SIGNAGES

35. No member under any circumstances shall remove any signages/ notices displayed in or in the vicinity of the Café.

## 12 LANES BOWLING CENTRE

## FOOD & BEVERAGE SERVICING HOURS

36.

| | | |
|---|---|---|
| Sunday, Monday through Thursday | : | 11.30am to 9.30pm (last order 9.00pm) |
| Friday, Saturday & Eve of Public Holidays | : | 11.30am to 10.00pm (last order 9.30pm) |

## ORDERING PROCEDURES

37. Only snack items will be served at the 12 Lanes Bowling Centre.

38. Members who wish to order food & beverages have to proceed to the bowling reception counter and quote their account number to place their orders.

39. Members may settle their bills via their CSC credit account, credit cards or Nets. Members shall be responsible for their guests' bills.

40. A surcharge of fifty cents is applicable for every food and beverage items ordered to 12 Lanes Bowling Centre.

## MERIDIAN & LOUNGE

## OPERATING HOURS

1.

| | | |
|---|---|---|
| Tuesday, Thursday & Sunday | : | 12.00pm to 11.00pm (last order 9.00pm) (last order Snack Menu 10.00pm) |
| Monday, Wednesday, Friday, Saturday & Eve of Public Holiday | : | 12.00pm to 12.00am (last order 9.00pm) (last order Snack Menu 10.00pm) |

## GENERAL

2. Only Chinese Swimming Club membership credit facility, Nets and credit cards are accepted in Meridian. Members are responsible for their guests' bills.

3. Persons under the age of 18 will not be permitted into the Bar after 9 pm. (Lounge) No alcoholic drinks will be served to any person under the age of 18.

4. No table reservations are allowed in Meridian & Lounge.

## DRESS CODE

5. Attire : Smart Casual

Those who are attired in wet, sweaty, smelly and/or soiled clothes, singlets, dry or wet swimwear, swimming towel/robe and not wearing any footwear shall not be permitted to enter Meridian. The staff or Manager on duty at the outlet reserves the right to refuse service to any member or his guest not appropriately dressed.

## MEMBERS' RESPONSIBILITIES

6. Principal Members are required to abide by these Bye-laws and behave with decorum in Meridian.

7. Members are to ensure that they and their guest(s) are properly dressed in accordance with the Dress Code.

8. Members are responsible for the conduct of their guest(s) and their presence is compulsory for as long as their guest(s) are in Meridian. No guest is allowed to loiter about in other parts of the Club premises on his or her own.

9. Anti-social behaviors such as the use of foul language, fighting, spitting or other forms of drunken behaviors shall not be permitted.

10. No member or guest shall be permitted to take away any property belonging to the Club in the Meridian. If any member or his/her guest is caught doing so, he/she will be reported to the Management Committee and/or be liable for disciplinary action or handed over to the police.

11. Members shall be responsible for any damage to the property of Meridian caused by their guest(s), and the cost of the damage will be charged to the members concerned.

12. Members are not allowed to organize any lucky draws, lotteries or gambling in Meridian.

13. The last food order for the night is thirty minutes (30) before closing time. To facilitate closing operations, they will commence closing 15 minutes before the specific closing time. Members should give their full co-operation when advised by the service staff of the closing time.

14. Members will have to produce their membership cards before ordering.

15. Members must produce their membership cards upon settling their bills.

16. Members must sign all bills before leaving the Club. Any unsigned bill will be delivered to the accounts department for processing.

However, a copy of the unsigned bill with the order chits attached will be retained by the Cashier for the member concerned.

17. Members may settle their bill via their CSC Credit Account, Credit Card or Nets.

18. No one except the performing artiste(s) or persons shall be allowed to sing/perform on stage.

## PURVIEW OF THE MANAGEMENT COMMITTEE/STANDING COMMITTEE

19. The replacement cost of any damage of property caused by Members or their guests will be determined by the Management Committee/ Standing Committee, whose decision shall be final.
The Management Committee/Standing Committee reserves the right to amend the Bye laws/rules and regulations at any time they deem fit or necessary.

20. The Management Committee/Standing Committee reserves the right to block or close the Meridian for the Club's functions.

21. The Management Committee/Standing Committee/Manager/Officer in charge reserves the right to refuse service or entry to any intoxicated members or guests into the Meridian.

22. All organized activities held at Meridian shall be under the purview of the Standing Committee concerned.

23. In case of emergency, a member of the Standing Committee who is present may be consulted on the appropriate action to take.

24. The prices of drinks and food in Meridian are according to the pricelist provided by the Club as approved by the Standing Committee concerned.

## MANAGER/OFFICER'S RIGHTS

25. The manager/officer on duty reserves the right to exercise his/her rights to enforce the Bye-laws and any other regulations as may be determined by the Management Committee or F&B Committee.

26. The staff/security officer/manager on duty reserves the right to request any rowdy or drunken member/guest to leave Meridian.

## INDEMNITY

27. The members shall indemnify the Club against any liability that may arise as a result of any accident and shall bear full responsibility for the cost of any damage or defacement of Meridian property or fixtures howsoever caused.

28. Members shall indemnify the Club for any loss/damage caused to any of their and their guests' personal belongings brought into Meridian.

## PETS

29. Animals/pets are prohibited in Meridian.

## PROHIBITED ITEMS

30. Outside food and beverages are not permitted in Meridian.

31. Drinks and food ordered from other outlets are not permitted in Meridian.

32. Duty-free liquor and wine are not permitted in Meridian

33. A corkage charge is applicable for wine or liquor brought into Meridian for consumption and stored in Meridian for one month.

The charges are:

| | |
|---|---|
| Wine | - $25 per bottle |
| Champagne | - $25 per bottle |
| Liquor | - $30 per bottle |

## FULL BOTTLE PURCHASE

34. Bottled liquor/liqueur purchased from the Lounge can be stored in the Lounge for a maximum period of three (3) months from the date of purchase.

35. Members shall initial on the sticker of their bottle to be stored in the Lounge before leaving.

36. In the event when a member purchases more than one bottle of the same label of hard liquor, he/she will be given a maximum of three (3) months from the date of purchase to store only one bottle of his/her drinks.

37. Ice water will only be served for straight drink orders.

38. For any new purchase of bottled liquor, a complimentary 1-litre decanter of mixer or half-bottle lime cordial will be served. An additional mixer is chargeable by the litre or by per shot. Mixer includes soda, tonic, ginger ale, lime cordial and soft drinks. This is not applicable to any unfinished liquor stored in the Lounge.

## EXPIRED BOTTLES

39. Expired bottle list will be displayed at the outlet's Notice Board and members will be notified in writing upon expiry of their bottles. Members are advised to remove their expired bottles. If such a member chooses to leave his/her bottle after the expiry date, a

storage charge as determined by the F & B Committee shall be imposed and billed to the member's account. The Club reserves the right to dispose of the expired bottle 14 days after the date of the notification letter.

## PROMOTIONAL BANNER

40. Only promotional banners and other sponsorship materials approved by the Standing Committee/Management Committee will be permitted to be displayed at Meridian during the promotional period. All promotional materials should be removed immediately once the promotion period is over.

## SIGNAGES

41. No member under any circumstances should remove any signages/ notices displayed in or in the vicinity of Meridian.

## KTV HALL & PRIVATE ROOMS

## OPERATING HOURS

| | |
|---|---|
| Monday to Thursday | : 3.00 pm to 10.30 pm |
| Friday to Sunday & Public Holiday | : 3pm to 11.30pm |

## GENERAL

1. Only Chinese Swimming Club membership credit facility, Nets and credit cards are accepted in the Karaoke Room. Patrons are responsible for their own bills.
2. No alcoholic drinks will be served to any person under the age of 18.
3. Smoking and vaping are not permitted in the Karaoke Room.
4. Kindly note that this KTV room is fully self-service.

## DRESS CODE

5. Attire : Smart Casual

   Those who are attired in wet, sweaty, smelly and/or soiled clothes, singlet, dry or wet swimwear, swimming towel/robe, and not wearing any footwear shall not be permitted to enter the Karaoke Room. The staff or manager on duty at the outlet reserves the right to refuse service to any patron not appropriately dressed.

## PATRONS' RESPONSIBILITIES

6. Patrons are required to abide by these Bye-laws and behave with decorum in the Karaoke Room.
7. Patrons are to ensure that they are properly dressed in accordance with the Dress Code.
8. Patrons are responsible for their own conduct. Non-members are not allowed to loiter about in other parts of the Club premises on his or her own.

9. Anti-social behaviours such as the use of foul language, fighting, spitting or other forms of drunken behaviours shall not be permitted.

10. No patron shall be permitted to take away any property belonging to the Club in the Karaoke Room. If any patron is caught doing so, he/she will be reported to the Management Committee and/or liable for disciplinary action or handed over to the police.

11. Patrons shall be responsible for any damage to the property of the Karaoke Room caused by their actions and the cost of the damage will be charged to the patrons concerned.

12. Patrons are not allowed to organise any lucky draws, lotteries or gambling in the Karaoke Room.

13. Patrons are required to order a food and/or beverage item before they are allowed to be seated at the Karaoke Room.

14. Members will have to produce their membership cards before ordering and upon settling their bills.

15. Members must sign all bills before leaving the Club. Any unsigned bill will be delivered to the accounts department for processing. However, a copy of the unsigned bill with the order chits attached will be retained by the Cashier for the member concerned.

## PURVIEW OF THE MANAGEMENT COMMITTEE/STANDING COMMITTEE

16. The replacement cost of any damage of property caused by patrons will be determined by the Management Committee/ Standing Committee whose decision shall be final.

17. The Management Committee/Standing Committee reserves the right to amend the bye laws/rules and regulations at any time they deem fit or necessary.

18. The Management Committee/Standing Committee reserves the right to block or close the outlet for Club's functions.

19. The Management Committee/ Standing Committee/ Manager/ Officer in-charge reserves the right to refuse service or entry to intoxicated members or guests into the Karaoke Room.

20. All organised activities held at the Karaoke Room shall be under the purview of the Standing Committee concerned.

21. In case of emergency, a member of the Standing Committee who is present may be consulted on the appropriate action to take.

22. The prices of drinks and food in the Karaoke Room are according to the price list provided by the Club as approved by the Standing Committee concerned.

## MANAGER/OFFICER'S RIGHTS

23. The manager/officer on duty reserves the right to exercise his/her rights to enforce the bye-laws and any other regulations as may be determined by the Management Committee or F&B Committee.

24. The staff/security officer/manager on duty reserves the right to request any rowdy or drunken member/guest to leave the Karaoke Rooms.

## INDEMNITY

25. The member shall indemnify the Club against any liability that may arise as a result of any accident and shall bear full responsibility for the cost of any damage or defacement of the Karaoke Rooms property or fixtures howsoever caused.

26. Patrons shall indemnify the Club for any loss/damage caused to any of their personal belongings brought into the Karaoke Rooms.

## PROHIBITED ITEMS

27. Outside food is not permitted in the KTV Hall and rooms.

28. Only food ordered from the Club's F&B outlets is permitted in the KTV Hall and rooms.

29. Duty-free liquor and wine are not permitted in the KTV Hall and rooms.

## PROMOTIONAL BANNER

30. Only promotional banners and other sponsorship materials approved by the Management Committee/Standing Committee will be permitted to be displayed at the Karaoke Room during the promotional period. All promotional materials should be removed immediately once the promotion period is over.

## SIGNAGES

31. No patron shall under any circumstances remove any signages/ notices displayed in or in the vicinity of the Karaoke Room.

## KARAOKE IN THE COMMON & PRIVATE KTV ROOM

32. Karaoke singing will only be allowed in the Common KTV Hall and private KTV Rooms.

33. Members who have booked the private KTV Room are not permitted to sing in the Common KTV Room.

34. When the requested songs are being played, members who do not wish to sing are not permitted to transfer their songs to other members or guests. This includes holding on to the microphone but not singing, or passing on to another person after singing a few lines.

35. A maximum volume level must be maintained during the karaoke sessions. The staff on duty has full authority over the karaoke volume and the microphone. Any dispute should be referred to the manager on duty immediately.

36. Every member/social member will be entitled to one song per request.

37. Member will scan the KTV QR code for payment and song request through their mobile phone.

38. Members and their guest(s) will need to collect a queue number from the Common KTV Hall.

39. All song requests are distributed according to the queue number in sequence for the Common KTV Room.

40. Members/guests are responsible for monitoring their own turns.

41. No song replacement will be given to members/guests who missed their turns.

42. Any member who does not wish to sing will not be allowed to transfer his/her song entitlement. The song cannot be played on analogue from 7.00 pm till closing.

43. Use of personal discs is not permitted.

44. Table reservations will not be entertained.

45. Food & Beverage is allowed in the Common KTV Room and private KTV rooms.

## KARAOKE ROOM

Personal and Online bookings for the KTV Room can be taken two (2) weeks in advance.

46. Cancellation notice for booking : 2 days' notice.

Booking made within two days : No cancellation will be allowed.

Insufficient cancellation notice : The full amount for the KTV room will be debited should members fail to turn up or when insufficient notice is given.

No show : Members will be billed for the hours booked, and on top of that, a penalty will be imposed for members who fail to inform or turn up for their booking. The F&B committee will decide on the amount.

47. KTV Rooms Charges
Weekday (Monday to Thursday)
Small Room (2 to 4 pax) @ $15.00 per hour
Medium Room (5 to 7 pax) @ $20.00 per hour
Big Room (8 to 12 pax) @ $25.00 per hour
Common Room @ $10.00 per day / per member

Weekend (Friday to Sunday & PH)
Small Room (2 to 4 pax) @ $20.00 per hour
Medium Room (5 to 7 pax) @ $25.00 per hour
Big Room (8 to 12 pax @ $30.00 per hour
Common Room @ $10.00 per day / per member

48. Members will be able to access the room through their membership card/QR membership.

49. KTV facilities will be on self-service area.
- Switching on the TV and Karaoke System
- Song request will be using QR code access through a mobile phone
- 2 microphones will be provided per room.

50. Beverages can be purchased through a vending machine.

51. Any requests, please call ext. 720.

52. Outside food is not permitted in the lounge/room.

53. Please clear your own rubbish and dispose of it in the provided rubbish bin when you leave the KTV Hall and rooms.

## MINGLE@AMBER

## OPERATING HOURS

1. The operating hours shall be as follows:

| | |
|---|---|
| Monday to Thursday | : 8.00am to 8.00pm (last order 8.00pm) |
| Friday to Sunday, Eve of Public Holiday & Public Holiday | : 8.00am to 9.00pm (last order 9.00pm) |

## GENERAL

2. Only Chinese Swimming Club membership credit facility, NETS and credit cards are accepted in the Café. Patrons are responsible for their own bills.
3. No alcoholic drinks will be served to any person under the age of 18.

4. Smoking is not permitted in the Café.

## DRESS CODE

5. Attire: Smart Casual

   Those who are attired in wet, sweaty, smelly and/or soiled clothes, singlet, dry or wet swimwear, swimming towel/robe and not wearing any footwear shall not be permitted to enter the Café. The staff or manager on duty at the outlet reserves the right to refuse service to any patron not appropriately dressed.

## PATRONS' RESPONSIBILITIES

6. Patrons are required to abide by these Bye-laws and behave with decorum in the Café.

7. Patrons are to ensure that they are properly dressed in accordance with the Dress Code.

8. Patrons are responsible for their own conduct. Non-members are not allowed to loiter about in other parts of the Club premises on his or her own.

9. Anti-social behaviours such as the use of foul language, fighting, spitting or other forms of drunken behaviours shall not be permitted.

10. No patron shall be permitted to take away any property belonging to the Club in the Café. If any patron is caught doing so, he/she will be reported to the Management Committee and/or be liable for disciplinary action or handed over to the police.

11. Patrons shall be responsible for any damage to the property of the Café caused by their actions and the cost of the damage will be charged to the patrons concerned.

12. Patrons are not allowed to organise any lucky draws, lotteries or gambling in the Café.

13. Patrons are required to order a food and/or beverage item before they are allowed to be seated at the Café.

14. Members will have to produce their membership cards before ordering and upon settling their bills.

15. Members must sign all bills before leaving the Club. Any unsigned bill will be delivered to the accounts department for processing. However, a copy of the unsigned bill with the order chits attached will be retained by the Cashier for the member concerned.

## PURVIEW OF THE MANAGEMENT COMMITTEE/STANDING COMMITTEE

16. The replacement cost of any damage of property caused by patrons will be determined by the Management Committee/Standing Committee whose decision shall be final.

17. The Management Committee/Standing Committee reserves the right to amend the bye laws/rules and regulations at any time they deem fit or necessary.

18. The Management Committee/Standing Committee reserves the right to block or close the outlet for Club's functions.

19. The Management Committee/Standing Committee/Manager/Officer in-charge reserves the right to refuse service or entry to intoxicated members or guests into the Café.

20. All organised activities held at the Café shall be under the purview of the Standing Committee concerned.

21. In case of emergency, a member of the Standing Committee who is present may be consulted on the appropriate action to take.

22. The prices of drinks and food in the Café are according to the price-list provided by the Club as approved by the Standing Committee concerned.

## MANAGER/OFFICER'S RIGHTS

23. The manager/officer on duty reserves the right to exercise his/her rights to enforce the byelaws and any other regulations as may be

determined by the Management Committee or F&B Committee.

24. The staff/security officer/manager on duty reserves the right to request any rowdy or drunken member/guest to leave the Café.

## INDEMNITY

25. The member shall indemnify the Club against any liability that may arise as a result of any accident and shall bear full responsibility for the cost of any damage or defacement of the Café property or fixtures howsoever caused.

26. Patrons shall indemnify the Club for any loss/damage caused to any of their personal belongings brought into the Café.

## PROHIBITED ITEMS

27. Outside food and beverages are not permitted in the Café.

28. Duty free liquor and wine are not permitted in the Café.

29. A corkage charge is applicable for wine or liquor not listed and brought into the Café for consumption. Listed wines and liquor are strictly not allowed to be brought in.

    Corkage charges are:
    Wines & Champagne - $27.25 per bottle
    Liquor - $32.70 per bottle

## PROMOTIONAL BANNER

30. Only promotional banners and other sponsorship materials approved by the Management Committee/Standing Committee will be permitted to be displayed at the Café during the promotional period. All promotional materials should be removed immediately once the promotion period is over.

## SIGNAGES

31. No patron shall under any circumstances remove any signages/ notices displayed in or in the vicinity of the Café.

## ZENITH SUITE

1. Rates for booking without F&B catering shall be:

| | |
|---|---|
| Half Day (4 hours) | $ 872 |
| Subsequent Hour | $ 218 |
| Whole Day (8 Hours) | $1,308 |

## CAR PARKS

## GENERAL

1. Vehicles and motorcycles of any kind may not be parked or left anywhere in the Club premises other than in those areas designated for parking of such vehicles.

2. Visitors may park their vehicles only in parking lots designated for them.

3. Members shall at the request of any authorised Club official adjust their parked vehicles where their position are causing or are liable to cause obstruction.

4. Vehicles parked indiscriminately and/ or at unauthorised locations shall be wheel clamped. Clamp Wheel Sign will be displayed at such restricted areas.
   a. An administrative fee of $109.00 shall be imposed and such fee shall be charged to the member's account for the release of the wheel clamp. If the vehicle belongs to a guest, the same administrative fee will be billed to the member who signed in the guest.

5. Prior approval must be sought by members wishing to park their vehicles overnight in the Club. Overnight parking is allowed up to a maximum of 5 nights and member is only allowed to apply up to a maximum of 5 nights per 6 months or 10 nights per year. Vehicles left overnight without proper authorisation shall be charged at $21.80 per night after 2.00am up to a maximum of 10 days. Thereafter the vehicles will be wheel clamped and the necessary fee of $109.00 for the release of the wheel clamp shall apply.

6. Car labels shall be issued free of charge for the first vehicle. A fee

of $54.50 shall be charged to the member's account for labels issued for a second vehicle. An annual fee of $218.00 shall be charged to the member's account for a third vehicle car label upon issued.

a. Members must return the car label(s) to the Club in the event they cease to be members of the Club or when they dispose of their cars.

b. When member is issued with a replacement label, he shall return the previous label, failing which a penalty of up to $54.50 shall be levied for a replacement label.

7. Car labels will be issued to members who are the registered owners of the vehicle(s) subject to verification of a copy of the log card or insurance document or any other papers indicating that the member is the registered owner.

8. Car labels must be displayed on members' vehicle windscreen when the vehicles are parked at the car park lots designated for members' use located on Basement 1 car park at the Sports Complex and basement car park at the The Astrium.

9. If the member is not the registered owner of the vehicle(s), he must produce a copy of the log card and sign a letter of undertaking to indemnify the Club from all liabilities.

10. Car labels are the property of the Club and members shall be responsible for the car park labels issued to them. The car labels are not transferable. Any member who misuses the label shall be liable for disciplinary action.

11. Complimentary car park passes are only issued to members whose vehicles are registered with the Club and under repair with proof of a service report chit.

12. Daily car park rates for Guests are as follows:-

| | |
|---|---|
| 6.00am to 5.00pm | : $3.27 for the first 2 hours<br>$1.64 per hour thereafter |
| 5.00pm to 2.00am | : $4.36 for the first 2 hours<br>$2.18 + GST per hour thereafter |
| After 2.00am | : Closed |

13. All non-Singapore registered vehicles **without** In-vehicle Units (IU) will be charged a per entry parking fee as follows:

    (i) $10.90 per vehicle per entry during day parking between 6.00am and 2.00am.

    (ii) $21.80 per vehicle per entry during overnight parking between 2.00am and 6.00am.

14. Principal Members, Junior Members, Social Members, Guests, Visitors, Associates, Tenants and VIPs are not allowed to wash their vehicles in the Club's carparks and its premises.

15. Social Members, Guests, Visitors, Consultants and Tenants are not allowed to park their vehicles at the basement car park of The Astrium and basement 1 car park of Sports Complex.

## BICYCLE PARKING

## GENERAL

1. Bicycles are not allowed to be brought into the Club's premises except at the designated bicycle lots located at Sports Complex Basement 1 car park and The Astrium open space car park.

2. Complimentary day use lockset for bicycle is available at the Sports Complex Basement 1 lift lobby security counter and The Astrium Level 1 security counter. A replacement fee of $21.80 will be charged for failing to return the lockset after use within the same day.

3. Faulty, broken and abandoned bicycles left in the Club's premises or at the designated bicycle lots will be disposed solely at the Club's discretion.

4. Members shall at the request of any authorised Club official to adjust their parked bicycles where they are causing or are liable to cause obstruction to other vehicles or pedestrians.

5. Bicycles parked indiscriminately and/or at unauthorised locations shall be wheel clamped.
    a. An administrative fee of $21.80 shall be imposed and such fee shall be automatically charged to the member's account for the release of the wheel clamp. If the bicycle belongs to a

guest, the same administrative fee will be billed to the member who signed in the guest.

6. Prior approval must be sought by members wishing to park their bicycles overnight in the Club and will be on a first-come-first-serve basis.

7. Overnight Bicycle Parking lots are located at the designated bicycle lots on Sports Complex Basement 1 car park.

8. Overnight bicycle parking of $8.72 per bicycle per month payable in advance will be charged to the member's account. The overnight bicycle parking fee is on a monthly basis and there shall be no refund of part thereof. This is also applicable to members who wish to park their e-bike or personal mobility devices overnight in the Club.

9. A designated parking lot and label tag will be issued to the successful applicant. Only bicycle, e-bike or personal mobility device with label tag issued by the Club is allowed to park overnight at the designated parking lot. The label must be tagged to the bicycle at all times when parked at the overnight parking lots. A replacement fee of $5.45 will be imposed for any lost / damage tag.

10. The label tags are the property of the Club and members shall be responsible for the label tags issued to them. The label tags are not transferable. Any member who misuses the label tag shall be liable for disciplinary action.

11. Washing and carrying out service and maintenance to the bicycle is strictly prohibited in the Club's car parks and anywhere in its premises.

12. The Management assumes no liability for any theft, loss, vandalism or damage to the bicycles parked in the Club's car parks or its premises.

## PROHIBITED ITEMS

13. Using or riding of bicycles, e-bikes or other personal mobility devices are strictly prohibited inside the Club buildings and facilities including all common corridors, lobby, balconies and the pool deck.

14. All bicycle, e-bikes or personal mobility devices are to be parked at the bicycle parking area.

## INDEMNITY

15. The member shall indemnify the Club against any liability that may arise as a result of any theft, damage or vandalism to bicycles, e-bikes or other personal mobility devices parked in the Club premises.

## CHANGING ROOMS

## GENERAL

1. Persons using the changing room shall not behave in a rowdy, noisy or anti-social manner.

2. Spitting/urinating or clearing of noses or throats in the bathing/steam-bath rooms or in the changing rooms are not allowed.

3. Do not place your wet swimwear or damp belongings on the benches. Wet/damp personal effects are not allowed overnight in the lockers or in the changing rooms. Any personal effects found will be removed.

4. Do not dirty or soil the changing rooms. Persons in soiled attires and footwear are not allowed to enter/use the changing rooms.

5. Hairdryers are not allowed to be used on any part of the body except the head. Hairdryers may not be used on any other personal items or belongings.

6. Hair gel, cream/mousse are provided for use in the designated changing room area only.

7. Dyeing of hair and washing of clothes or laundry are not allowed.

8. Children above the age of 5 are not allowed in opposite sex changing rooms.

9. Reservation of shower cubicles, steam-bath facilities and/or other facilities is strictly prohibited.

10. Do not waste water, electricity, toilet/restroom supplies.

11. Persons using the changing room shall keep the facility clean and dry.

12. Do not keep any valuables in the lockers or leave your belongings unattended to. The Club shall not be liable for any loss or damage caused to your personal effects.

13. Lockers are available on a first-come-first-served basis at the Club's changing rooms. Keys must be obtained from the towel counter.

14. The Management will not be responsible for any loss to or damage of member's and/or their guests' personal belongings placed in the lockers.

15. The members shall be required to make good or pay for any damages to the lockers and for the loss/non-return of lockers key. Fees will be charged for the damage caused to the lockers which will be determined by the Club. A levy of $32.70 will be imposed for the loss of locker keys.

16. Charges for rental of lockers:-

| | | |
|---|---|---|
| Day use | : | Free |
| Monthly rental (small locker) | : | $10.90 per locker |
| Monthly rental (big locker) | : | $21.80 per locker |

17. A replacement fee of $32.70 for a new lockset will be charged for
    a. rental of locker less than 1 year
    b. non-return of day use locker key

    A nominal fee of $32.70 will be charged for
    a. change or transfer of rental for locker
    b. new application if the termination of locker is less than 1 year

18. A fee of $0.65 per towel will be charged (inclusive of member's guest) to the member's account for each issue of towel upon request. A fee of $21.80 per towel will be charged to the member's account for any loss, damage or non-return of towels.

19. The duty officer or staff-in-charge reserves the right to request any persons who have flouted any of the above Bye-laws and/or are generally causing nuisance in the changing room to leave the Club's premises. If so warranted, the member/guest shall be liable for disciplinary action.

20. Members shall keep all their personal belongings in the lockers provided. Any personal belongings left hanging or unattended will be removed.

21. Members who are caught intentionally dirtying the Changing Rooms or wasting water, electricity, restroom supplies will be issued an administrative charge of $109 for such offence.

22. Members shall be fully responsible for the cost of repairs or damages to the Changing Rooms caused by them. The amount of such repair will be determined by the Management Committee whose decision shall be final.

## BOYS' CHANGING ROOM

23. Only boys aged 5 years and below are allowed to use the Boys' changing room.

24. Male adults are not allowed to use the facilities in the Boys' changing room.

25. Parents or caregivers of young boys may enter the Boys' changing room to assist them.

## GIRLS' CHANGING ROOM

26. Only girls aged 5 years and below are allowed to use the Girls' changing room.

27. Female adults are not allowed to use the facilities in the Girls' changing room.

28. Mothers or female caregivers of young girls may enter the Girls' changing room to assist them.

29. No males are allowed in the Girls' changing room.

## JACUZZI

## GENERAL

1. Members may use the Jacuzzi(s) at no charge.

2. Use of the Jacuzzi(s) will be on a first-come-first-served basis. For health reasons, members should limit the use of the Jacuzzi(s) to not more than the recommended 20 minutes.

3. Smoking is strictly prohibited in the Jacuzzi(s).

4. No food or drink is allowed in or around the Jacuzzi(s).

5. Children below 12 years of age are not permitted to use the Jacuzzi(s).

6. Persons suffering from any infectious/contagious disease or skin condition may not use the Jacuzzi(s).

7. Members must at all times conduct themselves with decorum and refrain from behaviour that will be a nuisance to other users.

8. Members, their spouses, children and guests using the Jacuzzi(s) are strongly advised in their own interests to seek medical clearance before using the Jacuzzi(s).

9. Members, their spouses, children and guests should take a shower and use the footbath before entering the Jacuzzi(s).

## BOOKING/OPERATION HOURS

10. The operation hours of the Jacuzzi shall be:

| | |
|---|---|
| Monday to Sunday & Public Holiday | : 7.00am to 9.00pm |

11. At the discretion of the Management Committee, the Jacuzzi(s) may be closed for repairs or routine cleaning or maintenance. Sufficient notice shall be given to members and this notice shall indicate the time the Jacuzzi(s) will be closed.

## ATTIRE

12. Footwear and clothing are not allowed in the Jacuzzi(s). Only persons wearing proper swimming attire are allowed in the Jacuzzi(s).

## GAMING MACHINE ROOM

## GENERAL

1. Only members shall be permitted to enter and use the Gaming Machine Room. Upon entry, a member shall record his name, membership number and time of entry. Any member who refuses to do so shall not be permitted to enter the Gaming Machine Room.

2. Any person below the age of 21 years is strictly not permitted to enter the Gaming Machine. The Management shall have the right to require any person seeking entry into the Gaming Machine Room to produce satisfactory proof of his or her age.

3. Photography, cinematography or the use of any device to capture or record any still or moving images of any kind whatsoever is strictly prohibited in the Gaming Machine. Room

4. The Management may suspend the operation of the Gaming Machine Room at any time without assigning any reason.

5. Press and release the button gently. No thumping, banging, shaking and violently hitting on the machine is allowed.

6. The authorised staff or security manager reserves the right to request any person found using unnecessary force on the machines to leave the Gaming Machine Room.

7. All jackpots are paid in accordance with the credit amount shown on the glass of the Gaming Machine. Any excess or freak payment shall belong to the Club. The player is entitled only to what is shown on the machine.

8. A member is allowed to play only one machine at a time.

9. No reservation of a machine is allowed. Breaks of up to a maximum of 15 minutes while playing a machine shall be allowed provided such breaks are for the purposes of

   a) visiting the Club's toilet.

   b) machine left idling for more than 15 minutes are deemed to be abandoned and the Club reserves the right to remove the remaining credits therein.

10. Only Singapore notes shall be used.

11. The Club reserves the right to discontinue the use of any machine at any time without assigning any reason.

12. Members must insert their membership cards at the slots provided on the gaming machines at all times during play.

13. A jackpot claim shall be settled by cash, up to a maximum of $20,000. The balance of the claim shall be settled by cheque within 3 working days.

14. Junior Members and/or Junior Term Members are not permitted in the Gaming Machine Room.

15. Alcoholic drinks and food brought from outside are not to be consumed in the Gaming Machine Room.

16. Complimentary food & drinks provided in the Gaming Machine Room are meant for jackpot players' consumption only and these are to be consumed within the Jackpot Room and not to be brought outside.

17. No exchange of cheques for cash over the cashier counter in the Gaming Machine Room is allowed.

18. Members are advised not to leave their valuables unattended. The Management will not be held responsible for any loss.

19. In the event of gaming machine/system malfunction, the Management reserves the right to carry out a thorough investigation including voiding all pay-out.

20. With effect from 1 May 2018, the Club will implement and operate a self-exclusion scheme, facilitated by National Council on Problem Gambling (NCPG), that will allow member to be excluded from all Gaming Machine Room operating under a permit issued by Police Licensing Regulatory Department (PLRD).

21. With effect from 1 May 2018, the Club must obtain the written consent from each member accessing the Gaming Machine Room for the Club to verify with NCPG whether the member is the subject of the self-exclusion scheme operated by the Club and/or NCPG Relevant Exclusion, and for NCPG to release such information to the permit holder CSC at the point of his or her entry into the Gaming Machine Room.

22. The Club shall not allow any of the following members to enter, remain in or take part in any gaming in the Gaming Machine Room:
    i. a member who is subject to the self-exclusion scheme as described in point 20 above.
    ii. a member who is subject of a NCPG Relevant Exclusion; or
    iii. a person who does not provide the consent to the Club to conduct the verifications referred to in point 21 above.

## OPENING HOURS

23. The operating hours of the Gaming Machine Room shall be:

    Monday to Sunday inclusive of Public Holiday and Eve of Public Holiday: 10.00am to 11.00pm.

## ATTIRE

24. Persons in sweaty clothes or swimwear are not permitted in the Gaming Machine Room.

25. Men wearing sleeveless singlets or T-shirts are not permitted in the Gaming Machine Room.

## MULTI-PURPOSE ROOM

## GENERAL

1. Priority for the use of the Multi-Purpose Room will be given to on-going activities (i.e. culinary workshops, Chinese Brush Painting, Calligraphy). When not in use for on-going activities, the Multi-Purpose Room is open for booking on a first-come-first-served basis for activities/events/functions organised and/or approved by the Club.

2. All activities and events organised by the Club must be supervised and/or conducted by the Club's official who must be present at all times during the duration of the activities and events.

3. Any unauthorised use of the Multi-Purpose Room is strictly prohibited and anyone found misusing the Multi-Purpose Room will be liable for disciplinary action.

4. No outside cooked food is allowed in the Multi-Purpose Room except where prior permission has been given by the relevant Committee.

5. Members and guests are to observe all the safety regulations in the Multi-Purpose Room.

6. Cooking and related equipment such as the convection oven, microwave oven and refrigerator in the Multi-Purpose Room is strictly for use by the approved culinary instructors/personnel engaged by the Club. Members and guests are advised not to fiddle with the electrical fittings and/or use the equipment in the Multi-Purpose Room without permission from the Committees in charge of these activities. Any member who flouts the regulation will be liable for disciplinary action.

7. Members and guests are not allowed to remove any items from the Multi-Purpose Room.

## ATTIRE

8. Members and guests are advised to dress appropriately for the type of activities/events organised by the respective Committees.

## CONDUCT

9. Members and guests must at all times conduct themselves with decorum in the Multi-Purpose Room.

## RENTAL

10. When not in use for Club organised activities/events/functions, the Multi-Purpose Room will be opened for rental at the prevailing rates subject to the approval of the Management.

11. The Management reserves the right to refuse any holding of activities in the Multi-purpose Room which it deems to be inappropriate, unfavorable indecent or generally not befitting the prestige image and objects of the Club.

12. Rental of the Multi-Purpose Room is subject to the terms and conditions as specified by the Club.

13. Permission must be obtained before decorating the room. The use of nails, screws and other fixed adhesive is strictly not allowed on the walls, floor and ceiling of the Multi-Purpose Room.

14. Any damage to the room and its furniture/equipment or any missing props arising from the activities during the duration of the rental shall be borne by the member or host concerned. In the event, the Club's decision on the cost of the damage shall be final.

15. The Club shall not be liable for damages incurred due to the reasons listed hereunder and those similar thereto:
    a. Disrupted supply of vital services (such as water, electricity, etc.)

    b. Accidents or fire

    c. Acts of nature

    d. Any causes beyond the control of Chinese Swimming Club resulting in delays, stoppages, disturbances or cancellation of confirmed or proposed functions.

    e. Any personal injuries or loss of personal belongings by any persons attending the function.

16. Any person attending any function within the Club's premises must abide by the Club's bye-laws.

## READING AND TV ROOM

## GENERAL

1. No other activity except for the purpose of quiet reading & watching TV programmes is allowed in the Reading & TV Room.

2. The Club reserves the right to request any member who flouts any of the bye-laws stated herein to leave the Reading & TV Room.

3. The Management Committee reserves the right to change the bye-laws without prior notice.

## OPERATING HOURS

4. The operation hours of the Reading & TV Room shall be:

    (a) Reading Room
    Monday to Sunday : 9.00am to 7.00pm

(b) TV Room
Monday to Sunday : 7.00pm to 11.00pm

## ADMISSION

5. The Reading & TV Room is strictly for the use of Principal Members, Term Members, Spouse Members, Spouse Term Members, Sports Members, Junior Members and Junior Term Members.

6. Children below the age of 12 years must be accompanied by an adult member at all times.

## DRESS CODE

7. The following shall be prohibited:

   a) Wet attire and swimwear;

   b) Barefoot, flip-flops, clogs, shoes with studs or spikes;

   c) Any attire deemed objectionable and offensive.

## OTHERS

8. Food, drinks and smoking are not permitted in the Reading & TV Room.

9. The use of cell phones is not permitted. All cell phones and pagers should be on silent mode in the Reading & TV Room.

10. The use of personal radio receivers/portable DVD players/CD players and/or musical instruments that would cause disturbance to others are not allowed to be operated in the Reading & TV Room.

11. Removal of any of the Club's property from the Reading & TV Room is not allowed.

12. Members shall not leave their belongings unattended in the Reading & TV Room. The Club shall not be responsible for any loss of any personal belonging in the Reading & TV Room.

13. The tapping of electricity from any power point is not allowed.

14. Members are reminded not to rearrange or vandalize the furniture in the Reading & TV Room.

15. Placing of one's feet on the seats and/or tables provided in the Reading & TV Room is not allowed.

16. Sleeping and conducting private tuition sessions are not permitted in the Reading & TV Room.

17. No reservation of seats and playing of games are allowed in the Reading & TV Room.

18. The Club reserves the right to remove any member who is not using the Reading & TV Room for its specified purpose or is generally causing a nuisance in the Room.

19. Any member who vandalizes the Club's property in the Reading & TV Room and/or flouts any of its bye-laws shall be liable for disciplinary action and made to pay for the damages.

20. Each member is only allowed a maximum of 2 hours to use the remote controller.

## RENTAL OF FURNITURE/PORTABLE SOUND SYSTEM

## GENERAL

1. Essential Furniture will be provided for Event bookings as follows:-

| S/No | Event | Furniture Provided |
|---|---|---|
| 1. | Booking with Buffet | - IBM Tables for the Buffet Food with Skirting |
| 2. | Booking with Sit Down Dinner | - Round Table with Table Linen<br>- Banquet Chairs with Cover |

2. Rental of Furniture/Portable Sound System is subject to the terms and conditions as specified by the Club and on a first come first serve basis.

3. Priority for the use of the Rental of Furniture/Portable Sound System will be given to Club organised activities/events/functions.

4. The Management Committee reserves the right to change the provisional bye-laws without prior notice.

## RENTAL CHARGES

### FURNITURE

5. The rates shall be as follows:

| S/No | Item | Rental Fee Per Piece |
|---|---|---|
| 1. | Round Table (10 seaters) | $3.27 |
| 2. | IBM Table (60" x 30") | $2.18 |
| 3. | Banquet Chair | $1.64 |
| 4. | Cocktail Table | $8.18 |
| 5. | High Stool | $5.45 |
| 6. | Round Table Linen | $7.63 |
| 7. | IBM Table Linen without Skirting | $5.45 |
| 8. | IBM Table Linen with Skirting | $10.90 |
| 9. | Banquet Chair Cover | $2.73 |
| 10. | Cocktail Table Linen | $8.18 |
| 11. | Projector & Screen | $190.75 |

### PORTABLE SOUND

6. Minimum period for rental of Portable Sound System shall be 4 hours with extension of 1 hour per block.

7. The rates shall be as follows:

| | |
|---|---|
| 4 hours | $218.00 |
| Subsequent hours | $54.50 |

## CANCELLATION

8. All cancellation notice must be in writing and submitted at least 15 working days prior the booking date.

9. For cancellation of bookings made 8 to 14 working days prior to the booking date, a 50% charge of the total booking fee shall apply.

10. For cancellation of bookings made 7 or less days prior to the booking date or no show, a 100% charge of the total booking fee shall apply.

## OTHERS

11. All equipment remains the property of the Club.

12. By accepting the equipment, it will be deemed that you agree that all equipment is in full working order.

13. The equipment should be operated by a competent person at all times.

14. Any damage to the equipment during the duration of the rental shall be borne by the member concerned. The Club's decision on the cost of the damage shall be final.

15. In the unlikely case of equipment failure, our liability extends only to cover the cost of hiring a suitable replacement of Furniture/ Portable Sound System.

16. The Club shall not be liable for damages incurred due to the reasons listed hereunder and those similar thereto:

    a) Disrupted electrical supply

    b) Accidents or fire

    c) Acts of nature

    d) Any causes beyond the control of Chinese Swimming Club resulting in delays, stoppages or cancellation of confirmed rental of Rental of Furniture/Portable Sound System.

    e) Any personal injuries or loss of personal belongings by any persons attending the function.

## KOI POND

### GENERAL

1. Persons are not allowed to feed fishes in the Koi Pond.
2. No spitting and littering are allowed in the Koi Pond.
3. Releasing of fishes or any kind of sea/water creatures are not allowed in the Koi Pond.
4. The Club shall not be responsible for any claim of loss/damage of personal belongings and injuries sustained from any accidental falls into the Koi Pond.

## NETWORK LOFT - COLLABORATIVE SPACE

### GENERAL

1. The Management Committee reserves the right to change the provisional bye-laws without prior notice.
2. Only Ordinary, Life, Corporate, Associate and Term members are eligible for booking of the collaborative space facilities.
3. Access to the collaborative space is open to members and registered users aged 16 years and above only.
4. Private Office and Unlimited Monthly Hot Desk bookings will be billed in full each calendar month. If the first month of booking commenced after the 15th of the month, the billing will be prorated at 50%.
5. Tenants are required to meet a minimum usage as determined by the Management Committee.

### BOOKING/OPENING HOURS

6. The operating hours shall be as follows:

| | | |
|---|---|---|
| Operating Hours | Monday to Friday | 8.00am to 10.00pm |
| | Saturday, Sunday & PH | 8.00am to 7.00pm |
| Manned Hours | Monday to Saturday (excluding PH) | 9.00am to 6.00pm |

7. The hot desks and meeting rooms may be booked for a minimum period of 1 hour and no part thereof during manned hours on a first-come-first-served basis.

8. Bookings may be made in person or via phone at the collaborative space reception or such other booking system that the Club may implement and the account number of the member should be given at the time of booking. There shall be no booking by proxy.

9. Advance booking up to a maximum of 7 days is permitted for meeting rooms and hot desks day use.

10. Failure to cancel confirmed bookings before 12 noon at least one day before the date of the booking automatically renders the member liable for the full charges.

11. Bookings are non-transferable and members who allow another person's usage of his/her access card will have his/her booking revoked immediately with no refund and is liable to face disciplinary proceedings.

12. The Management reserves the right to amend the operating house by giving advance notice when there is a private event scheduled at the facility.

## CONDUCT

13. All users must at all times conduct themselves in a manner that is in accordance with the Club's Byelaws.

14. Gambling is strictly prohibited.

15. All users must keep all booked and shared spaces clean, tidy, and in neat order.

16. Food and beverages can only be consumed at the pantry and within the private offices. The management reserves the right to disallow strong smelling food and beverages within the facilities.

17. The use of handphone is permitted in the private offices, meeting rooms, phone booths and at the reception area.

18. The Club reserves the right to request any member who behaves inappropriately or flouts any of the bye-laws stated herein to leave the collaborative space. Any such member may be liable for disciplinary action.

## ATTIRE

19. The following shall be prohibited:

    a) Wet, sweaty, smelly and/or soiled clothes, singlet, dry or wet swimwear, swimming towel/robe

    b) Barefoot, flip-flops, shoes with nails, studs or spikes

    c) Any attire deemed objectionable or offensive

## GUEST

20. Each Private Space may accommodate a maximum of 2 unregistered guests on an ad hoc basis.

21. Guests may not use Hot Desks.

22. Guests must be accompanied by Members at all times. Members shall be responsible for the behaviour of their guests.

## MANAGER/OFFICER'S RIGHTS

23. Club staff are authorized to enforce the bye-laws and any other regulations as may be determined by the Management Committee.

## INDEMNITY

24. Members shall not leave their belongings unattended. The Club shall not be responsible for the loss of any valuables left unattended at the facility.

## PROHIBITED ITEMS

25. No outside food is allowed to be brought into the collaborative space unless prior approval has been sought.

26. Alcohol consumption is strictly prohibited in the collaborative space unless during Club-approved events.

27. Any items deemed to be an obstruction and compromising safety are not permitted.

28. Use of any equipment and/or extension of power-points are subject to prior approval.

29. The use of nails, screws and other fixed adhesive is strictly not allowed on the walls, floor, glass partition wall/door, carpet and ceiling of the facility.

## RENTAL FOR FUNCTIONS

30. When not in use, the collaborative space open area will be opened for rental at prevailing rates subject to the approval of the Management.

31. The Management reserves the right to refuse any activities which it deems to be inappropriate, unfavourable, indecent or generally not befitting the image and objectives of the Club.

32. Rental of the collaborative space is subject to the terms and conditions as specified by the Club.

33. Food and Beverage required must be catered from the Club's F&B department. No outside catering is allowed for members' private bookings.

33. Prior approval must be sought before decorating the facility.

35. Any damage to the room and its furniture/equipment or any missing Club property and equipment arising from the activities during the duration of the rental shall be borne by the member or host concerned. Under such circumstances, the Club's decision on the cost of the damage shall be final.

36. The Club shall not be liable for damages incurred due to the reasons listed hereunder and those similar thereto:

a) Disrupted supply of vital services (such as water, electricity, etc.)

b) Accidents or fire

c) Acts of nature

d) Any causes beyond the control of the Club resulting in delays, stoppages, disturbances, or cancellation of confirmed or proposed functions

e) Any personal injuries or loss of personal belongings by any persons attending the function

37. Any person(s) attending any function within the Club's premises must abide by the Club's Bye-laws.

## LE 乐 PLAYROOM

## GENERAL

1. No other activity except for the purpose of children playing and nursing is allowed in the Le 乐 Playroom (hereby known as Playroom).

2. The Club reserves the right to request any member who violates any Bye-Laws stated herein to leave the Playroom. The Management and Duty Staff reserve the right to expel or deny access to any member (child or adult) who displays persistently unacceptable behaviour in the Playroom.

3. Any member who vandalizes the Club property in the Playroom shall be liable for disciplinary action.

4. Children are required to be respectful of the play equipment and reading materials provided in the Playroom. In the event of any damage, the parent of the child responsible will be charged the equivalent cost of replacement or repair.

5. The Management Committee and Standing Committee reserves the right to change the provisional Bye-Laws without prior notice.

## OPERATING HOURS

6. The operating hours shall be as follows:

| | |
|---|---|
| Tuesday to Sunday and Public Holiday | : 9.00am to 9.00pm |
| Monday* | : Closed |

*The Playroom will be closed on Monday for cleaning and maintenance. Should a Public Holiday falls on a Monday, the cleaning will take place on the following day.

## ADMISSION

7. The Playroom is strictly for the use of Principal Members, Term Members, Spouse Members, Spouse Term Members, Junior Members, Junior Term Members, Child Dependents and Nominees of Corporate Members.

8. Children 7 years old and above are not permitted to use the Playroom.

9. All children must be accompanied by an adult member who is expected to exercise supervision and control at all times. The accompanying adult shall be responsible for the behaviour of the child.

10. Domestic helpers are only allowed to accompany the children in the Playroom and diaper changing station.

11. Only nursing mothers will be allowed to use the nursing room.

12. Fathers are allowed at the diaper changing station.

## DRESS CODE

13. The following shall be prohibited:

    a. Wet attire and swimwear;
    b. Any attire deemed objectionable and offensive;

14. Members (adults and children) must remove their shoes and place them on the shoe rack provided before entering the play area.

15. Socks must be worn at all times in the play area.

## OTHERS

16. The Playroom can accommodate a maximum of 12 pax (adults and children) at any one time.

17. Only one adult is allowed to accompany one child each time.

18. Users are only allowed a maximum of two (2) hours in the Playroom.

19. Food, drinks and smoking are not permitted in the Playroom. (Only plain water is allowed)

20. Sleeping and resting are not permitted in the Playroom.

21. Use of cell phones is permissible but should not cause any disturbance to other members in the room. All cell phones should be on silent mode in the Playroom.

22. All items provided in the Playroom are the property of the Club and shall not be removed from the Playroom.

23. Members shall not leave their belongings unattended in the Playroom. The Club shall not be responsible for any losses of personal belongings and injuries sustained from using the Playroom.

24. Members are reminded not to rearrange or remove the furniture in the Playroom.

25. There shall be no reservation of the seats or playing areas in the Playroom.

26. Members are required to keep the Playroom neat and tidy at all times and to return all toys to the shelves after use.

27. The Management reserves the right to deny entry to any member (child or adult) if they show signs of unwell. (i.e. cough, flu, hand, food mouth etc.)

28. The Management reserves the right to close the Playroom due to unforeseen circumstance. Notices will be displayed to inform members prior to the closure of the Playroom.

All prices stated in the Bye-Laws are inclusive of 9% GST except for Jackpot claims.

## STELLAR GRAND

## GENERAL

1. Stellar Grand is a multi-purpose facility and may be used for sports, recreational activities, events, and functions in accordance with these Bye-laws and any additional regulations as may be determined by the Management from time to time.

2. The Management shall have full authority to allocate, assign, and prioritise usage of Stellar Grand in its discretion, including but not limited to sports bookings, recreational use, and Club-approved events.

3. Children below the age of 12 must be accompanied by and remain under the direct and continuous supervision of the member who made the booking. Members shall be fully responsible for the safety, conduct and supervision of their children at all times.

4. All users shall utilise Stellar Grand at their own risk. The Club, its Management, employees and agents shall not be liable for any injury, loss, damage, or death sustained arising from or in connection with the use of the facility, whether caused by negligence or otherwise, to the fullest extent permitted by law. Members shall be responsible for and shall indemnify the Club against all claims, losses, damages, costs and expenses arising from their use of the facility or that of their guests.

5. Members shall be responsible for any damage caused to Stellar Grand, including its flooring, equipment, and fittings. The cost of repair or replacement shall be determined by the Management, whose decision shall be final.

6. Eating and drinking are not permitted within Stellar Grand except during Club-approved functions or events.

7. Except with the prior approval of the Management, no organised activities, classes, coaching, or commercial activities shall be conducted within Stellar Grand.

8. The Management reserves the right to utilise or reserve Stellar Grand at any time for Club- approved activities, events, or operational requirements, including overriding existing bookings where reasonably necessary.

9. Notices of reservation or closure for events shall be communicated via the Club's notice boards or other official communication channels.

10. The Club reserves the right to suspend or deny access to the facility to those who breach these Bye-Laws.

## BOOKING / USE OF FACILITY

11. Stellar Grand may be booked for sports activities for a minimum duration of one (1) hour between 7.00am and 10.00pm or such hours as may be determined by the Club from time to time, subject to availability and any scheduled events.

12. Bookings may be made via the Club's approved booking channels. Members making the booking must be present throughout the duration of the booking.

13. All bookings are strictly non-transferable.

14. Advance bookings may be made up to seven (7) days in advance, unless otherwise determined by the Management.

15. The Management reserves the right to impose limits on booking duration, frequency, and peak- hour usage in the interest of fair access to all members and proper management of the facility.

16. Members are required to register all users (including guests) prior to usage. The Club reserves the right to revoke or terminate bookings without refund if proper registration is not completed.

17. If the member who made the booking is not present within 10 minutes of the booking start time, the booking may be cancelled without further notice and reassigned at the Club's discretion.

18. The Club reserves the right to adjust booking policies, fees, and usage rules from time to time without prior notice.

19. In the event of power failure or the facility being rendered unusable, bookings may be rescheduled at the Club's discretion. No refunds shall be provided.

20. Failure to cancel a booking at least one (1) day in advance may result in the member being charged the full booking fee.

## ATTIRE & FACILITY USE

21. Members and guests must be properly attired for the respective activity.

22. Only appropriate non-marking sports footwear is permitted on the facility floor.

23. Barefoot use or inappropriate footwear is strictly prohibited.

24. The Club reserves the right to deny access or terminate usage where attire or behaviour is deemed unsuitable or unsafe.

## MULTI-SPORT / SURFACE PROTECTION

25. The Stellar Grand is equipped with specialised sports flooring, including LED flooring systems. Users must comply with all operational guidelines issued by the Club from time to time to ensure proper use and protection of the facility. The Club reserves the right to restrict or modify usage based on operational or safety considerations.

## GUEST POLICY

26. Each Principal Member, Term Member, Nominee, Spouse Member, Spouse Term Member, Junior Member or Junior Term Member (who is at least 15 years of age as of such member's last birthday) may invite up to a maximum of five (5) guests at any one time into the Club, in accordance with the Club's Bye-laws. Guests may only use the Club's sports facilities once per week unless otherwise approved by the Management Committee.

27. Members must be present at all times and shall be fully responsible for the conduct and actions of their guests and any damage or loss caused by them.

28. All guests must be registered at the Club's Reception Counter and the applicable guest fees paid prior to usage, unless otherwise approved by the Club.

## RENTAL FOR FUNCTIONS

29. Stellar Grand may be rented for private functions, events, or activities at prevailing rates, subject to Management approval.

30. The Management reserves the right to refuse any booking deemed inappropriate, unsafe, or not in line with the Club's objectives.

31. All functions must comply with the Club's operational, safety, and facility guidelines.

32. Food and beverage arrangements must be provided by the Club unless otherwise approved in writing by the Club.

33. Prior approval must be obtained for any decoration or setup.

34. The member or organiser shall be fully responsible for any damage or loss arising from the event and shall indemnify the Club accordingly. The Club's decision on the cost of such damage shall be final.

35. The Club shall not be liable for disruptions due to circumstances beyond its control, including but not limited to:
    a Failure of utilities (e.g. electricity, water)
    b) Fire or accidents
    c) Acts of nature

d) Any unforeseen circumstances resulting in delays or cancellations
e) Personal injury or loss of belongings and shall not be responsible for any consequential loss, cancellation costs or damages arising therefrom.

36. All persons attending any function within the Club's premises must comply with the Club's Bye- laws.

## COMPLIANCE AND AMENDMENTS

37. All users shall comply with all instructions issued by Club personnel at all times.

38. The Club reserves the right to amend these Bye-Laws at any time without prior notice.

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# 附则

这些附则是遵照章程第17.1章条文拟订的。附属于章程的一部份。本会附则规定如下：

**一般**

1. 这些附则可由理事会时不时加以修订。章程内采用的辞义也适用于附则，除非另有明文规定。章程第2A.6章条文也适用于附则,惟必需修改。

2. 实行这些附则乃属于本会总经理/秘书、理事会任何理事或理事会授权的任何人士以及章程第6章条文提到的纪律委员会的权限。

3. 根据这些附则，理事会可授权常务委员会作出理事会所要作的任何决定。

4. 除非获得理事会的另行批准，否则本会开放时间是从上午9时至晚上10时。

5. 所有的消闲、康乐、社交和体育设施以及本会可能提供的其他任何设备和活动都受到开放时间以及有关的常务委员会所制定的条规之约束。

6. 理事会在必要时可随时暂停开放各种设施以便进行修理、供作特别活动或比赛用途；惟可能时应在布告栏或本会入口处以通告形式给予适当通知。

7. 会员或来宾或其他任何人士携带任何财物进入本会会址，如有遗失或损毁，本会概不负责。

8. 会员或来宾或其他任何人士，如有任何损伤，无论原因或情况如何，本会概不负责。

9. 凡会员或他的来宾或其他任何人士，如果损坏本会公物，必须赔偿本会同值损失；数额多寡，应由理事会估值；理事会的决定将是最后的，不得提出异议。

10. 除非获得理事会的批准,否则不准任何汽车,电单车或自行车在本会会址停放过夜。

11. 凡会员如果随意把他们的汽车和脚踏车胡乱停泊本会会址,对其他会员造成障碍和不便,将接到最多3次警告;若接到第3次警告,会员就可能受到纪律行动处置。

12. 会员或他的来宾或其他任何人士不得或不准把本会公物带离本会会址。

13. 除了本会或任何获授权的承办人所提供的食物或饮料之外，不得随意把食物或饮料带来本会会址，除非获得理事会或总经理/秘书的批准。

14. 会员或他的来宾或其他任何人士不得把任何牲畜带来本会会址。

15. 不可在本会场所内使用滑板、直排轮、滑板车和其他个人移动设备（无论电动与否）。

16. 在会址范围内，会员应该行为良好、举止端庄，不得有诸如随地吐痰或口出污言等反社会习惯；同样地，凡进入会址，应保持衣履整洁；蓬头垢脸、衣冠鞋履不整，或举止猥亵下流以致引人反感，一概不得进入会址。

17. 会员不得擅自叱责本会员工，一切申诉必须以书面寄交本会总经理/秘书。提出这类申诉的会员，必须署明真实姓名和会籍编号，必要时还得准备奉召亲自提出具体证据以供调查。匿名申诉概不受理。

18. 任何获批准的本会赞助商之广告，只可以在赞助期间或比赛/锦标赛期间在本会展示。

19. 只有年届21岁或以上的会员，才可进入本会玩果子机。

20. 本会员工或合约工人一概不得使用本会的果子机或参与本会举办的任何碰运气游戏。

21. 社交会员除了只可使用室内玩乐或设施，诸如：摇珠开彩和果子机以及理事会可时不时决定的活动、玩乐和饮食供应之外，没有资格享用其他任何权益或设施。

22. 会员或其来宾或任何人士均不可闯入由另一名会员或其他机构所预订的设施或所举办的项目/活动。

23. 严禁会员在无本会的预先书面同意下将其本会设施预订（或设施预订的其中部分）转让、转租或转售给他人。若违反此条文，会员的设施预订将被视为无效且本会有权在收取取消设施预订的同时向会员收取设施预订费用。本会将会到访设施进行随机检查且预订该设施的会员需要在场。

24. 年满21岁或以上的华族新加坡公民或华族新加坡永久居民有资格申请本会的普通（可转让）会籍。

25. 任何一名人士，若其身份证上所列的种族为华族，其将有资格申请

普通（可转让）会籍，并在取得本会会籍后将被视为普通（可转让）会员。

26. 任何一名人士，若其身份证上所列的种族为双重华族，即使其中包含了另一个种族（例如华族-印组或马来族-华族），其有资格申请普通（可转让）会籍，并在取得本会会籍后被视为普通（可转让）会员。

## 12岁以下儿童

1. 凡年龄12岁以下的儿童，除非有主会员、定期会员，提名代表、配偶会员或配偶定期会员陪伴或管顾，以保障他们的安全并对他们的行为负责，否则不得使用本会的设施。

2. 家仆或女佣可以陪伴12岁以下的会员子女来会所受训，但不得使用本会设施。

3. 主会员或定期会员或提名代表的12岁以下子女，都必须向本会登记以成为家属，这类子女可使用本会设施而不必缴付来宾费。

4. 主会员或定期会员或提名代表的年龄介于12岁以上到21岁之间的子女都必须登记成为少年会员或少年定期会员，否则，这类子女只能以来宾身份使用本会的设施，然则这类子女就得遵守来宾附则。这类子女只有符合章程第5.1(g)章条文规定才可登记成为少年会员。

## 会员证

1. 会员证是不可转让的，而且乃属本会的所有物。凡主会员，定期会员和公司会员终止会籍，所有会员证必须交还本会。

2. 凡会员准许别人利用他的会员证，将受到纪律行动处分。

3. 会员证如果遗失或失窃或损坏，有关的会员有责任在他的会员证遗失、失窃或损坏的一个星期内以书面向本会报告，并要求补发新会员证。补发的费用应由理事会决定。

4. 为了安全或行政理由，理事会也可决定补发新会员证的次数。

5. 凡本会授权的员工及本会聘请的保安人员有所请求，会员必须出示会员证以供检查。

6. 若任何一名会员将会员证遗留在本会会所内，并且没有在收到

通知后的30天内领取，该会员证将被停用。会员需支付一笔更换费用以换取一张新会员证。更换费用将由理事会决定。

7. 在会籍终止后却未归还会员证的会员，本会将针对每张会员证，向该会员收取$10.90。

**来宾**

1. 任何主会员、定期会员、提名代表、配偶会员、配偶定期会员、少年会员或少年定期会员（在此会员的上个生日后，该会员至少年满15岁）（以下称之为“东道主”）可在支付本会理事会所定的来宾费用后，邀请来宾进入本会场所，并使用本会设施。由企业（可转让）会员的提名代表所带来的来宾将被视为企业（可转让）会员的来宾，而其也将需要为其来宾的行为举止负责。

2. 携带来宾到本会的主人，应陪伴来宾及负责确保此等来宾遵守本会的章程和附则，把来宾的资料填写在来宾登记簿，并索取来宾入场证或固本。

3. 体育会员、社交会员、少年会员和少年定期会员（在此会员的上个生日后，未年满15岁），将不被允许携带来宾进入俱乐部。

4. 凡不是配偶会员或少年会员或配偶定期会员或少年定期会员的任何主会员或提名代表的配偶或子女以及没有向本会登记成为会员家属者，只能以来宾身份进入本会。

5. 凡申请入会遭拒者,不得以来宾身份被带进本会。

6. 本会有权拒绝来宾进入会址，或把来宾逐出会址。在不违背章程第5A.3章条文情况下，携带遭逐来宾的主人，可能必须对来宾的衣著以及/或者行为作出交代。

7. 凡被逐之来宾，过后不得再进入本会会址。

8. 来宾如拟使用本会设施，不分成人或儿童，都应缴付来宾费，周末和公共假期为每人$5.45，平日为每人$3.27。

9. 来宾费应记入有关的户头。在来宾使用本会设施之前，主人应确保来宾的资料填入来宾簿及取得来宾入场证或固本，否则将得缴付5倍的来宾费。

10. 凡会员不签办来宾入场手续或存心不缴付来宾费而继续携带来宾进入会址，将受到纪律行动处分。

11. 任何理事会理事都可携带本会的特别嘉宾诸如：访客和贵宾进入本会而不必向本会缴费。

## 出国保留会籍

1. 凡会员打算申请保留出国期间的会籍，在提出申请之前，必须先结清他的未清帐款，而且在申请时必须交还他的会员证和停车标签。

2. 任何申请的最低期为6个月，最高期限为3年，过后可照绪如理事会可决定的期限更新延长。会员须在出国留籍到期前重新提交申请。

3. 出国留籍的每宗申请，都必须获得理事会的批准。

4. 凡会员打算申请成为出国留籍的缺席会员须提供诸如海外就业/留学以及/或者出国期间签证的合理文件证明。

## 入会费、登记费、会费、转让费、转换费和行政费用以及信贷设施

### 入会费

1. 以章程为条件，凡符合章程规定的任何人士或公司，都可申请加入本会成为有关类别会员，只要缴纳入会费。入会费将由理事会规定。

### 登记费

2. 从2000年4月30日起，不设家庭会籍。那些在2000年4月30日之前就享有家庭会籍的主会员和主会员的配偶将及时分配到新会员证以取代他们现有会员证；现有会员证则仍旧有效直至补发新的为止。主会员应继续为他们的12岁以下子女登记成为家属。

3. 少年会员或少年定期会员的登记费规定为$436。

4. 除非理事会另有其他决定，公司会员更换提名代表的登记费为$545。

5. 除非理事会另有其他决定，社交会籍费为$109.00，有效为24个月。

6. 若任何人士的配偶会籍、配偶定期会籍、儿童会籍或儿童定期会籍在2013年4月28日之前遭注销，则需支付$109

的行政费用才可重新申请配偶会籍、配偶定期会籍、少年会籍或少年定期会籍。

**会费**

7. 除非理事会另有其他决定，以下各类别会籍应缴付会费如下：

| | |
|---|---|
| 普通（可转让）会籍 | $1,177.20 每年或不到一年则按比例计算 |
| 优惠月费<br>(适用于所有在章程第5.1(g)(vii)条款下成功转换为普通（可转让）会员，且年龄介于21至24岁的所有少年会员） | $588.60 每年或不到一年则按比例计算 |
| 准（可转让）会籍 | $1,177.20 每年或不到一年则按比例计算 |
| 优惠月费<br>(适用于所有在章程第5.1(g)(vii)条款下成功转换为准（可转让）会员，且年龄介于21至24岁的所有少年会员） | $588.60 每年或不到一年则按比例计算 |
| 公司（可转让）会籍<br>(及4名提名代表） | $4,708.80 每年或不到一年则按比例计算 |
| 定期会籍 | $1,177.20 每年或不到一年则按比例计算 |
| 配偶会籍/配偶定期会籍 | $130.80 每年或不到一年则按比例计算 |
| 少年会籍<br>(介于12岁到21岁前之间的子女） | $130.80 每年或不到一年<br>每年或不到一年则按比例计算 |
| 少年定期会籍<br>(介于12岁到21岁前之间的子女） | $130.80<br>则按比例计算 |
| 出国保留会籍 | 现行会费的20% |
| 体育会籍（少年）<br>(介于12岁到21岁前之间） | $130.80 每年或不到一年则按比例计算 |

| | |
|---|---|
| 体育会籍<br>(21岁或以上) | $1,177.20<br>每年或不到一年则按比例计算 |
| 临时会籍 | （尚待确定） |

所有会费都按比例计算，并且按月缴付。

## 会籍转让费

8. 除非章程规定会籍可在未支付转让费的情况下转让，或是在条文8a的规定下支付象征性转让费以进行会籍转让，主会员将会籍转让给符合章程规定的受让人时需支付$6,540 的转让费，且该转让费未包括消费税或理事会所决定的任何其他费用。

   a. 持有普通/准会籍的主会员将拥有一次机会，通过支$327的象征性费用将其会籍转让给配偶，而该配偶需已在本会注册为配偶会员。

9. 公司（可转让）会员如果要把会籍转让给符合章程条件规定的受让（承买）人，必须缴付$10,900的转让费附加消费税或理事会可能规定的其他费用。

## 会籍转换费

10. 少年会员年满21岁时，如拟把会籍转换成为普通（可转让）或准（可转让）会籍，可向理事会申请会籍转换。

11. 申请必须在少年会员年届21岁之前提出。

12. 理事会如果认为某个少年会员已被证明可成为本会的宝贵人才，他就可能获准根据第1类规定缴付会籍转换费；所有其他少年会员则应根据第二类规定缴付入会费以转换为主会员。

    少年会籍转换费：

    组别1 ： $763
    组别2 ： $1,526

## 行政费用

13. 主、提名代表和定期会员将需要将其配偶登记为配偶会员，而该会员需支付$109 的行政费用，附加消费税。

14. 主、提名代表和定期会员需要在其儿女年满12岁后的6个月内（从儿女的生日日期算起）将其儿女登记为少年会员，否则该会员需支付$109的行政费用，附加消费税。

## 信贷设施

15. 每个主会员应把$100或$200（会员加入在2024年1月1日以后，需要按柜金$200），按柜金存入本会，作为主会员或他的户头承担的消费付款的担保。

16. 每个定期会员应该把$1000按柜金存入本会，作为定期会员或他的户头承担的消费付款的担保。

17. 每个公司（可转让）会员应把$500按柜金存入本会，作为它的户头承担的消费付款的担保。

18. 拖欠款项的会员没有投票权，不得出席大会，不得出任职位，不得提议或附议入会申请；如果此等会员欠款不还，他的会籍将告中止，所有以前的付款将充公。

19. 入穷籍者不可申请或继续成为会员。

## 餐饮基本消费课税

20. 除了出国留籍的会员之外,所有主会员,定期会员和公司会员每个月将有$10.90 基本消费课税的进账。

21. 一旦进了账，这笔基本消费课税（“存款”）的有效期限是连续4个月（“有效期限”）。会员可以在有效期间内利用这笔存款抵消他随后的餐饮开销；此等抵消将以先进先出的方式进行。

22. 到了第4个月结束后,存款便告满期,然则会员就不能够利用满期的存款去抵消任何餐饮开销了。满期的存款是不可退还的。

23. 在接下来的月份，会员的常月账目结单就会出现满期的存款数额。会员有责任监查这笔存款是否到期。存款的到期日在任何情况下是不可延长的。

24. 这笔基本消费还得缴付现行的消费税。

## 大厅

1. 本会的大厅是会员、他们的来宾和外人经营的餐厅酒楼或设施的主顾的驻足等候区。在厅堂的座位睡觉是不准许的。

2. 个人无线电收音机/手提光碟放映机/激光唱机以及/或者会骚扰到别人的乐器,一概不准在大厅内使用或演奏。

3. 不准把本会的公物搬出会址。

4. 不准搬动和肆意毁坏大厅的家私和家具陈设。

5. 不得把你们的脚搁在大厅内的座椅以及/或者桌子。

6. 不准从任何电源插座搭线窃取电力。

7. 在大厅内不准饮食。

8. 任何人如果大声交谈以及/或者目无法纪、妨害治安，行为挑衅或恐吓威胁，将会被请离开厅堂。

9. 任何会员或人士如果藐视上述任何附则条文,本会有权要求他们离开大厅。

10. 凡会员以及/或者他们的来宾,如果再三藐视上述附则条文,可能受到纪律行动处置。外人经营的餐厅酒楼或设施的主顾,如果骚扰或对任何会员、他们的来宾或本会员工造成任何不利,可能永久被禁止进入本会。

11. 大厅的衣著守则是整洁便服;泳装、人字拖鞋以及肮脏或湿漉衣服一概不宜。

12. 会员借阅报纸，每次只许借1份。报纸、期刊、杂志或书籍，一概不可拿出会址。会员借阅后应将它们归回原位。

13. 理事会有权修改附则条文,恕不预先通知。

## 12条球道保龄球中心

### 一般

1. 在打保龄球时必须时时穿上保龄球鞋。

2. 为了卫生起见，凡穿上保龄球鞋，不可不穿袜子；保龄球鞋不可穿出保龄球中心。

3. 保龄球员在打保龄球时，应考虑周详、为他人着想，包括但并不局限于以下几点：

- 保龄球员应迅速完成他/她的抛球，以免阻挡在同一条或隔一条球道的保龄球员打保龄球。
- 一般上，当两个保龄球员靠近球道时，左边的球员应让在他/她右边的球员先抛球。
- 一个保龄球员不应该自我表现以致可能使到另一个保龄球员分心。

4. 严禁吸烟和赌博。

5. 保龄球用过后必须放回球架。

6. 必要时，本会将负责确保保龄球设备/球道的良好运作；本会恕不负责个人配备的任何损坏。

7. 万一配备发生故障，会员将分配去其他球道打球，只要当时还有其他球道可供分配。球道不够分配时，受影响的会员将被列在等候名单内，惟他将有优先权可使用下一个可供分配的球道。

8. 12岁以下儿童必须有成人会员（21岁或以上）伴随。

9. 会员如果损坏保龄球配备，就得负责全部修理费；数额多寡，应由理事会确定；理事会的决定将是最后的，不得提出异议。

10. 理事会和相关的委员会只要通过本会布告栏发表通告，便可预留保龄球中心以供举行已批准的锦标赛、训练课程和活动。

11. 除常务委员会批准的教练或学校，任何人不得进行有组织的保龄球课程、教学或指导。

**预订/开放时间**

12. 会员可在开放时间内通过保龄球接待处亲自或拨电话进行预订；严禁派代表进行预订。

13. 当场预订是以先到先得为原则。

14. 预订最多可提前7天预先办理。

15. 在开始打球之前，会员必须先到保龄球接待处，交出他们的会员证以供检验，并办理签进手续。

16. 在预订设施开始使用羽毛球场、保龄球场、台球与史诺克球桌、壁球场、乒乓桌和网球场之前，会员必须填妥球员的履历

表格，包括在会员日打球的会员姓名和户头号码以及在来宾日打球的来宾姓名和来宾证号码，否则，预订可能被负责的员工加以取消。

17. 每次只可预订一条球道，时限不得超过两个小时；增加球道也许会获得分配，只要当时还有球道可供分配，条件是如果有会员等待打球，球道就得被收回。

18. 任何加时还得看当时是否还有球道可供分配。

19. 取消预订至少必须提前24小时通知，从预订的时间算起，否则就得支付取消费。

20. 进行预订的会员有15分钟的宽限时间去处理他/她的预订事宜，过后，有关的会员将被当作取消他/她的预订，然则就得支付取消费。

21. 开放时间/收费

| **日期** | **时间** |
|---|---|
| 星期一到星期四 | 中午12时到晚上11时 |
| 星期五和公假前夕 | 中午12时到凌晨1时 |
| 星期六和公假 | 上午10时到凌晨1时 |
| 星期日 | 上午10时到晚上11时 |

| **繁忙时段** | |
|---|---|
| 公假前夕/星期一到星期五 | 傍晚6时到打烊 |
| 公假/星期六和星期日 | 全天 |

**收费（每局）**

| | **繁忙** | **平常** |
|---|---|---|
| 普通/准/定期会员/体育(成人) | $3.30 | $2.50 |
| 少年/少年定期会员 | $2.50 | $2.00 |
| 会员的来宾* | $5.00 | $3.60 |
| 社交会员 | $5.50 | $4.00 |

*收费并不包括进入本会应付的一般来宾费。

## 衣著

22. 会员和他们的来宾在保龄球中心应时时穿著适当得体；严禁湿漉衣著和鞋袜以及破烂肮脏衣装。

## 来宾

23. 一个会员每次可携带的来宾不得超过5个。

24. 会员应对来宾的行为负责，在打球时应时时伴随他们。

25. 会员应确保他们的来宾正式办理签进并缴付规定的来宾费（一般的来宾费）。

## 羽毛球场

### 一般

1. 凡我会会员，均可遵照本附则或理事会或有关的常务委员会所制定和确定的其他任何条规订用羽毛球场。有关的条规将张贴在本会的布告栏上。

2. 12岁以下的会员子女必须由主会员、定期会员或公司会员的提名代表陪伴。他们可在任何一天的繁忙时段之外使用球场。在非繁忙时段内一起打球的会员子女，必须由预订球场的会员监督。会员应对他们的子女之行为负责。

3. 会员打球，风险自冒；如因使用羽毛球场而有任何受伤，本会恕不负责。

4. 会员如造成羽毛球场的任何损坏，应负责全部修理费;数额应由理事会作决定。理事会的决定将是最后的，不得提出异议。

5. 在羽毛球场内，不准吸烟或饮食。

6. 凡会员滥用管制羽毛球场用途之附则，有关的常务委员会有权向理事会建议根据本会章程吊消有关会员的会籍。

7. 即使在繁忙时段内，理事会以及/或者有关的常务委员会有权利用球场以供本会正式委任的教练从事训练/教导课程。不过，有关的常务委员会将尽量避免在繁忙时间内利用球场从事训练/教导课程，以免不必要地剥夺了会员使用球场的权利。

8. 除非获得有关的常务委员会的明确批准，任何人皆不得开办羽毛球班、教导或训练活动。

9. 理事会以及/或者有关的常务委员会可以保留一个或以上的球场以供本会锦标赛或比赛之用，只要在至少一个星期之前在本会布告栏贴出通告让会员周知即行。

10. 获批准的本会赞助商之广告，只可在球赛/锦标赛期间展示。

11. 理事会和有关的常务委员会被授权执行这些附则，并有权警告球员不得违反条规，必要时，可要求球员离开羽毛球场或本会址。

12. 羽球场仅供羽球相关活动使用。除非得到了本会管理层的预先书面批准，否则不可在羽球场进行非羽球相关的活动。

**预订/开放时间**

13. 羽毛球场在上午7时至晚上10时之间可供会员预订，最少时段为一个小时，不得少过一个小时。

14. 会员可在每天上午7时至晚上9时半之间向体育接待处亲自预订。在预订时应提供户头号码和电话号码。预订将以先到先得为原则。不过，亲临本会预订者将有优先权；以他人名义或请人代预订概不受理。

15. 会员最多可提前7天预订球场。

16. 预订球场时必须出示会员证。

17. 在预订设施开始使用羽毛球场、保龄球场、台球与史诺克球桌、壁球场、乒乓桌和网球场之前，会员必须填妥球员的履历表格，包括在会员日打球的会员姓名和户头号码以及在来宾日打球的来宾姓名和来宾证号码，否则，预订可能被负责的员工加以取消。

18. 会员可用一人或两人的名义预订球场，以单人的名义预订球场时，有关的会员必须到场打球，而且必须是单据持有人；以双人名议预订球场时，有关的会员至少其中一人必须到场打球，而且必须是单据持有人之一。

19. 在繁忙时段内，任何个人会员在任何同一时候预订球场，不得超过一个场次，任何7天期间不得超过两个场次。

20. 少年会员或少年定期会员可在任何一天的非繁忙时段预订球场。

21. 球场收费规定如下：

| | |
|---|---|
| **非繁忙** | |
| 星期一至星期五 | 上午7时至傍晚6时<br>$7.63每小时 |
| **繁忙** | |
| 星期一至星期五 | 傍晚6时至晚上10时<br>$9.81每小时 |

| | |
|---|---|
| 星期六，星期日和公共假日 | 上午7时至晚上10时<br>$9.81每小时 |

22. 预订球场的会员，如过时10分钟没有到场，他的预订当作取消论，但这个场次可让给当时在场等候的任何两个球员，球场收费不变。

23. 如逢电力发生故障或球场不能使用，则已预订球场并付清场租的会员，可展延到别一天当球场有空档时另补一个场次。场租是不可退还的。

24. 会员预订球场，必须利用他们的信用户头结帐，少年会员或少年定期会员应采用电子转帐并在预订时付清场租。

25. 无论是否提前预订，场租是以每场次60分钟计算。此等场租可通过本会接待处结清。

26. 会员无论是通过电话或者亲自到场预订，如拟取消预订都必须在一天前的中午12时以前通知，否则，有关的会员对场租必须照付不误。

27. 本会锦标赛的报名费以及/或者球场收费，将由理事会以及/或者有关的常务委员会决定。

## 衣著

28. 运动装可以有任何颜色或配色。 在本会锦标赛或友谊赛期间，此等运动装的前后都不得题字，除了厂家的商号（例如：运动装的品牌、本会会徽或本会承认的主办机构之会徽）之外。

29. 在球场上仅能穿上拥有无痕鞋底的羽毛球鞋及/或球场用鞋。

30. 选手在打球时不得穿上“留痕”鞋子，或赤脚。

31. 若选手穿上不适当的鞋子，本会将会请该选手立即离开球场。本会同时也会暂停该选手的预订，并且不会做出任何退款。

32. 重复触犯上述附则条文以及/或是不听从本会员工的指示离开球场的选手，将会受到本会的纪律处分。

33. 若选手不遵守附则条文，本会有权向其选手收取至少$218的管理费用，以便对受损的羽球场进行维修。

## 来宾

34. 每名主会员、定期会员、提名代表、配偶会员、配偶定期会员、少年会员或少年定期会员（在此会员的上个生日后，该会员至少年满15岁）可按照这些附则条文在同一时间邀请多达5名来宾进入本会。来宾在一星期内受邀进入本会使用设施的次数不可超过一次，除非理事会授权。

35. 会员需在场陪伴来宾，并全权负责来宾在本会的所有行为举止。

36. 会员携带来宾使用羽球场，必须在本会接待处为他们的来宾签办进场手续，并缴付已规定的来宾费。在锦标赛或友谊赛期间，本会的嘉宾例如：客队的职球员，则可豁免缴交来宾费。

37. 来宾不允许于每星期日的上午7时至下午12时使用羽球场，除非其是由有关常务委员会邀请或由理事会批准的海外或本地受邀专业/州代表选手。

## 台球与史诺克室

## 一般

1. 台球与史诺克室乃只供会员专用。

2. 会员应对他们的来宾之行为负责。

3. 凡会员使用台球与史诺克室的设施，都必须通过他们的信用户头付款。获认可的少年会员或少年定期会员必须采用电子转帐或通过他们家长的信用户头设施结帐。

4. 16岁以下的儿童，不准进入台球与史诺克室，除非有成人陪伴，并对他们的行为负责。

5. 凡会员损坏了台球桌的绒布，必须赔偿更换绒布的全部费用，数额可由理事会决定。

6. 根据法律，台球与史诺克室内严禁抽烟。

7. 严禁乱丢垃圾和赌博。

8. 在台球与史诺克室内，除了在台球桌和落袋球桌打球之外，不得进行其他游戏。

9. 少年会员和少年定期会员只能预订1号台球桌和落袋球桌。

10. 在1号台球及落袋球桌打球的少年会员和少年定期会员可根据每小时计算进行预订。这项预订结束时只要球桌还有空档，则可再延长最多一个小时。不过，这延长的1小时必须现场准时预订，不得提前预订。

**预订/开放时间**

11. 开放时间：

    星期一至星期四、星期六、:下午2时至晚上10时
    星期天、公假前夕和公假

    星期五 :下午2时至晚上11时

12. 会员仅能通过网上预订或是亲自前往体育接待处预订。

13. 最高的预订时数是连续两（2）个小时或不同时段总共2个小时。两个小时预订结束时，只要球桌还有空档可供打球，则可再延长最多1个小时。

14. 凡已经预订到当天较迟时段两个小时的会员，可根据每小时计算再多预订，只要他亲自到台球与史诺克室，而且球桌还有空档可供预订。不过，他必须准时当场预订。

15. 会员进行网上预订、亲自预订或通过电话预订；严禁以他人名义或请人代预订。

16. 会员在开始打球之前，必须在预定簿上签到。

17. 在预订设施开始使用羽毛球场、保龄球场、台球与史诺克球桌、壁球场、乒乓桌和网球场之前，会员必须填妥球员的履历表格，包括在会员日打球的会员姓名和户头号码以及在来宾日打球的来宾姓名和来宾证号码，否则，预订可能被负责的员工加以取消。

18. 凡会员已预订到球桌，他就得打球，不得要求取消。

19. 凡预订球桌的会员，将获得半小时的宽限；过时不使用球桌，预订将当作取消，惟他仍须照旧还钱。

20. 会员必须先把来宾费收据交给体育接待处，然后才可开始打球。

21. 预订费规定如下：

| | | |
|---|---|---|
| 平常时段 | ：$4.36每桌每小时 | |
| 繁忙时段 | ：$5.45每桌每小时 | |
| 繁忙时段包括 | ：星期一至星期五 | — 傍晚6时至晚上10时 |
| | 星期六 | — 下午3时至晚上10时 |
| | 星期日和公共假日 | — 整天 |

**衣著**

22. 会员与来宾在进入台球与史诺克室时需穿上正确的衣着。穿着无袖T恤和短裤的会员与来宾将不被允许在球桌上打球。

**来宾**

23. 凡会员携带来宾，必须在本会接待处的来宾册为他们的来宾办理签进，并缴付规定的来宾费。

**行为举止**

24. 会员和来宾不得大呼小叫或大声交谈。

**FLEX健身中心**

**一般**

1. 会员和来宾使用设施，风险自冒；如有任何不幸事故或损伤，无论是如何引起或发生的或与使用设施有关而负伤的，本会概不负责。

2. 会员和来宾在参加或使用保健中心的设施之前，最好先接受体格检查。

3. 在保健中心练身时，必须时时使用浴巾。

4. 健身器材乃大家共用的，不得由任何一个人独占。争执发生时，指导员有权作出裁决。健身器材设备用后应放回原位。

5. 凡会员藐视这些附则，指导员有权拒绝他练身，然后上报管理层以便采取进一步行动。

6. 繁忙时段

| | |
|---|---|
| 星期一至星期五 | : 上午6时半至11时以及傍晚5时至晚上10时 |
| 星期六、星期日和公共假日 | : 整天 |

7. 不准把食物带进健身与保健中心。

8. 会员/来宾都得遵守健身与保健中心的所有安全条规。

9. 会员们在运动前为自己或其来宾领取毛巾时，必须向在柜台执勤的Flex健身教练提供其会员账户编号。Flex健身中心所提供的毛巾仅可在健身中心内使用。毛巾可用于擦拭所使用过的健身器材，以确保器材卫生干净，并且必须在离开健身中心前归还。若会员和/或其来宾在离开Flex健身中心时未归还毛巾，本会则会向该会员收取$5.35的罚金。

10. 会员/来宾必须正确使用设备，不得加以滥用；设备如有损坏或缺陷，必须向指导员报告。未经指导员准许，不得把设备带出保健中心。

11. 禁止年纪12岁以下儿童进入健身与保健中心。只准本会选手在教练监督下受训。

**预订/开放时间**

12. 开放时间

| | |
|---|---|
| 星期一到星期五 | : 上午6时半至晚上10时 |
| 星期六和星期日 | : 上午7时至晚上9时 |
| 公共假日 | : 上午7时至晚上8时 |

## 衣著

13. 男仕 :运动装、T恤或背心和短裤
女士 :运动装、T恤和短裤或紧身衣。

14. 在健身与保健中心锻练体魄时必须穿上适当的鞋子。

## 收费

15. **组员(无限制使用)**

| | |
|---|---|
| 普通/公司/准/定期/配偶/配偶定期/少年/少年定期/体育(每人) | $16.35每月 |
| 乐龄会员(60岁或以上)普通/准/配偶会员 | $8.72每月 |
| *家庭配套1(2人) | $21.80每月 |
| *家庭配套2(3到4人) | $27.25每月 |
| *家庭配套3(5人或以上) | $32.70每月 |

**未经预约而来/每次进场**

| | |
|---|---|
| 普通/公司/准/定期/配偶/配偶定期/少年/少年定期/体育(每人) | $8.72(繁忙)<br>$5.45(非繁忙) |
| 乐龄会员(60岁或以上)普通/准/配偶会员 | $5.45(繁忙)<br>$3.27(非繁忙) |
| 社交会员(只限非繁忙) | $21.80(每小时) |
| 来宾 | $16.35(繁忙)<br>$10.90(非繁忙) |

***家庭配套只适用于在同一主会籍下向本会登记的配偶和少年会员（12岁至21岁以下）。**

## 行为举止

16. 会员/来宾在健身与保健中心必须循规蹈矩、安份守己。

17. 除了本会委任的教练员可提供训练指导之外,其他人士不得在Flex健身房私自指导或提供个人训练指导。

## 体育健身中心

### 一般

1. 体育健身中心仅供本会体育选手以及教练批准的运动健儿使用。

2. 使用体育中心设施的运动健儿需自行承担风险，而本会将不会为任何因使用设施/器材时所引起的意外事故负责。

3. 运动健儿需要自行携带自己的毛巾，而且必须在使用健身中心设施时使用毛巾。

4. 运动健儿不可在没有教练的监督下进行培训。监督教练则需接受适当的训练，并且必须了解体育健身中心器材的用法。

5. 理事会有权在未发出通知的情况下修改这些附则条文。

### 衣著

6. 运动健儿在体育健身中心运动时必须穿上运动服饰。凡穿拖鞋者皆不可进入体育健身中心。

### 行为举止

7. 严禁在体育健身中心内吸烟和用餐。

8. 运动健儿在体育健身中心时必须行为端正。

### 开放时间

9. 星期一至星期六 : 上午5时半至晚上9时

   星期日/公共假日 : 上午7时至晚上7时

10. 陆地训练(游泳)时间如下:

    每日 : 上午5时半至上午9时半以及下午4时至晚上7时

    (除了星期日): 上午5时半至上午9时半

## 壁球场

### 一般

1. 凡我会会员，均可遵照本附则或理事会或有关的常务委员会所制定和确定的其他任何条规订用壁球场。有关的条规将张贴在本会的布告栏。

2. 12岁以下的会员子女必须由主会员、定期会员或公司会员的提名代表陪伴。他们可在任何一天的繁忙时段之外使用球场。在非繁忙时段内一起打球的会员子女，必须由预订球场的会员监督。会员应对他们的子女之行为负责。

3. 会员打球，风险自冒；如因使用壁球场而蒙受任何损伤，本会恕不负责。

4. 会员如造成壁球场的任何损坏，应负责全部修理费；数额应由理事会作决定。理事会的决定将是最后的，不得提出异议。

5. 在壁球场内，不准吸烟或饮食。

6. 凡会员滥用管制壁球场用途之附则，有关的常务委员会有权向理事会建议根据本会章程吊消有关会员的会籍。

7. 即使在繁忙时间内，理事会以及/或者有关的常务委员会有权利用球场以供本会正式委任的教练从事训练/教导课程。不过，有关的常务委员会将尽量避免在繁忙时段内利用球场从事训练/教导/梯级递进赛活动，以免不必要地剥夺了会员使用球场的权利。

8. 理事会以及/或者有关的常务委员会可以保留一个或两个球场以供本会锦标赛或比赛之用，只要在至少一个星期之前在本会布告栏贴出通告让会员周知即行。

9. 只有获批准的本会赞助商之广告可在球赛/锦标赛期间展示。

10. 理事会和有关的常务委员会被授权执行这些附则，并有权警告球员不得违反条规，必要时，可要求球员离开壁球场或本会会址。

11. 壁球场仅供壁球相关活动使用。除非得到了本会管理层的预先书面批准，否则不可在壁球场进行非壁球相关的活动。

## 预订/开放时间

11. 壁球场在上午7时至晚上10时之间可供会员预订，最少时段为一个小时，不得少过一个小时。使用球场的收费是以每小时计算。

12. 会员可在每日的上午7时至晚上9时半之间通过网上预订、电话预订或在前往体育接待处亲自预订球场。

13. 预订球场时必须出示会员证。

14. 在预订设施开始使用羽毛球场、保龄球场、台球与史诺克球桌、壁球场、乒乓桌和网球场之前，会员必须填妥球员的履历表格，包括在会员日打球的会员姓名和户头号码以及在来宾日打球的来宾姓名和来宾证号码，否则，预订可能被负责的员工加以取消。

15. 会员可用一人或两人的名义预订球场，以单人的名义预订球场时，有关的会员必须到场打球，而且必须是单据持有人；以双人名义预订球场时，有关的会员至少其中一人必须到场打球，而且必须是单据持有人之一。

16. 主会员、定期会员和公司会员的提名代表可通过电话或亲自提前最多7天预订球场。预订将以先到先得为原则。

17. 球场收费规定如下：

**非繁忙**

| | | |
|---|---|---|
| 星期一至星期五 | : | 上午7时至傍晚6时<br>$4.36每小时 |
| 星期六 | : | 上午7时至下午3时<br>$4.36每小时 |
| 星期日 | : | 上午7时至晚上10时<br>$4.36每小时<br>每名会员最多仅可预定2小时 |

**繁忙**

| | | |
|---|---|---|
| 星期一至星期五 | : | 傍晚6时至晚上10时<br>$5.45每小时 |

| | | |
|---|---|---|
| 星期六 | : | 下午3时至晚上10时<br>$5.45每小时 |
| 公共假期 | : | 上午7时至晚上10时<br>$5.45每小时 |

18. 预订球场的会员，如过时10分钟没有到场，他的预订当作取消论，但这个场次，可让给当时在场等候的任何两个球员，球场收费不变。

19. 会员只有在取得预订球场单据时才可开始打球；负责人有所请求时，会员必须出示预订单据以供检查。

20. 如逢电力发生故障或球场不能使用，则已预订球场并付清场租的会员，可展延到别天当球场有空档时另补一个场次。场租是不可退还的。

21. 会员预订球场，必须利用他们的信用户头结帐，少年会员和少年定期会员应采用电子转帐并在预订时付清场租。

22. 无论是否提前预订，场租以每场次一小时计算。此等场租可在开始打球之前通过本会预订记录簿结清，簿上必须写明打球时间以及有预订球场的会员之签名。

23. 若会员无法在预订日期前一天的中午12时前通过网上、电话或时无法亲自前来体育接待处取消球场预订，会员则自动需支付预订球场的费用。

24. 本会锦标赛的报名费和球场收费将由理事会以及/或者有关的常务委员会决定。

25. 少年和少年定期会员可在任何一天的非繁忙时段预订球场如果繁忙时间内球场有空档，少年和少年定期会员可当场预订。

**衣著**

26. 壁球运动装必须符合端庄得体的适当标准。基本上，此等运动装应该是浅色，虽然加上有色的滚边也是可以的。在参加本会锦标赛或友谊赛时，此等运动装的前后都不得题字，除了厂家的商号（例如：运动装的商标、本会会徽或本会承认的主办机构之会徽）之外。

27. 运动鞋必须是鞋底无钉的胶鞋。

28. 球员不得穿拖鞋或赤着脚打球。

29. 只许采用无记号的球。

## 来宾

30. 每名主会员、定期会员、提名代表、配偶会员、配偶定期会员、少年会员或少年定期会员（在此会员的上个生日后，该会员至少年满15岁）可按照这些附则条文在同一时间邀请多达3名来宾进入本会。来宾在一星期内受邀进入本会使用设施的次数不可超过一次，除非理事会授权。

31. 会员需在场陪伴来宾，并全权负责来宾在本会的所有行为举止。

32. 会员携带来宾使用壁球场，必须在本会接待处为他们的来宾签办进场手续，并缴付已规定的来宾费。在锦标赛或友谊赛期间，本会的嘉宾例如：客队的职球员，则可豁免缴交来费。

## 游泳池

### 一般

1. 不得穿戴胶鸭掌或把胶鸭掌带到泳池里。

2. 所有其他漂浮品、玩具等等如果带进泳池里，不得造成其他游泳人士的任何不便。理事会有权不批准把任何漂浮品或玩具带进泳池里。

3. 游泳人士应先淋浴和使用洗脚盆，然后才下泳池。

4. 凡有伤口感染或传染病，不得使用泳池。

5. 儿童不准留在泳池地区，除非有成人陪伴。凡成人把儿童带来泳池地区，应对有关儿童的安全负责。女佣或仆人可以倍伴儿童到泳池地区，但不准下水。

6. 仅可在泳池旁使用不易碎碗盘和餐具。

7. 泳训期间，其他会员和来宾一概不得侵入专供泳训之范围。

8. 除非获得有关的常务委员会的明确批准，任何人都不得开办游泳/训练班或教导/辅导游泳。

9. 绝对不准擅自跳水。

10. 每遇暴雨/雷电交加之际或本会员工、救生员或理事会有所请求时，会员就得离开游泳池。

## 开放时间

11. The Astrium : 星期一至星期日
每天上午6时至晚上9时
（包括公共假日）

12. 体育中心 : 星期一至星期日
每天上午6时至晚上9时
（包括公共假日）

13. 有关的常务委员会或理事会有权可以随时决定把游泳池全部或局部暂停开放以便举行比赛、修理或例常清洗等等；惟会员将获得足够通知，通告内将列明泳池暂停开放的日期和时间。

14. 在维修和日常清洗而关池期间以及在规定的开放和关闭时段之外，任何人都不得进入泳池或在泳池游泳，惟受训的游泳选手例外。

**免责条款:**
- 上午6时至上午7时之间没有救生员执勤。会员游泳时需为自己的安全负责。
- 毛巾柜台每日的营运时间为上午7时至晚上10时。
- 会员若在游泳池开放时间以外的时间游泳时或因游泳而遇到任何意外，受到任何损伤，死亡或遗失物品或物品受损，会员不可向本会，本会员工或行政人员追究任何责任。

15. 考虑到水球训练池的深度，仅有游泳技术熟练的泳手方可使用该泳池。此泳池仅用于水球训练/活动和游泳训练/活动。严禁在水球训练池内进行休闲游泳活动。

16. 严禁在游泳池内使用自拍棒。

## 衣著

17. 不得在成人或儿童专用的更衣室范围外宽衣解带和更换泳装。
18. 严禁会员和来宾穿着泳装在泳池周围和更衣室范围外四处招摇。

19. 除非穿上理事会可以接受的适当泳装，否则不准游泳或作日光浴。

## 游泳培训

1. 所有本会旗下游泳选手都得遵守本会的一般附则。

2. 本会的旗下泳手以及其家长/监护人须了解并遵守游泳培训附则条文，其中包括不时为本会游泳培训计划推出的政策。

3. 本会旗下游泳选手如果想要中止在本会的游泳训练，他们和他们的家长/监护人有责任事先通知本会。在这种情况下，只有以本会的正式退学表格提出的通知才被当作是有效的通知。

4. 游泳部小组与理事会保留所有权利，在他们认为适宜时更改/调整游泳培训时间表。

5. 所有有关游泳培训或相关事项的反馈均需通过游泳部反馈电邮向游泳部小组提出。

6. 按照本会章程中的第6条款，任何违反游泳培训附则条文的家长及/或泳手可能须接受纪律处分。

**行为举止**

7. 所有本会旗下游泳选手都得遵守游泳选手的行为守则。

8. 培训进行期间，家长/监护人不可打扰、干涉及/或接洽教练。相同的，家长不可指导、扰乱、谴责及/或惩罚任何泳手。

9. 培训进行期间，所有家长/监护人均需远离泳赛游泳池以及水球训练池周围的区域。

10. 所有家长/监护人均需以尊敬他人且负责任的方式体现自己的行为举止，并且遵守游泳培训附则条文（适用时）。

11. 家长不可在游泳培训以外的时间在本会会所内指导或试图训练他们的孩子。

12. 游泳培训将会准时进行。泳手将拥有15分钟的宽限时间。一旦宽限时间已过，泳手将不被允许参加团队训练。教练有权利要求迟到的泳手在另一条专设泳道进行培训。

13. 泳手在培训开始前以及培训结束后均需向教练给予问候，并且须时时尊重教练。

14. 泳手将尽全力完成每一次培训。若需提早离开，泳手或家长/监护人则需在培训开始前寻求同意。

15. 泳手须负责携带他们培训所需的训练装备/用品。

## 升级

16. 泳手的升级将按照升级标准并经由游泳部小组批准。游泳部小组所作出的决定将是最终决定。任何上诉均不被受理。

17. 游泳部小组保留所有权利，在必要时修改或调整升级标准。

## 嬉水池与游乐场（Kingfisher Cove）

### 通则

1. 本会管理层有权在给予或不给予先前通知的情况下，在任何时候因本会活动或是因清洁、维修、安全问题、恶劣天气其他有本会管理层所决定的营运原因而关闭，限制使用或控制使用嬉水池和游乐场。

2. 本会总经理、救生员和执勤经理有权执行这些附则条文并且可能会在使用者违反这些附则条文时向使用者发出警告或要求其停止活动或离开嬉水池、游乐场或本会场所。

3. 本会有权拒绝让任何不遵守这些附则条文的使用者会进入或使用这些设施。

4. 使用者在使用嬉水池、水上滑梯和游乐场设施时，其需自己承担使用风险。至法律所允许的最大限度，本会、其管理层、员工和代理将无需对任何会员、其家庭成员、来宾或访客因使用这些设施或使用设施时间接导致的任何害、损失、损伤或死亡负责，除非此责任不包含在所适用的法律内。

### 营运时间

5. 除非管理层另有安排，否则嬉水池和游乐场的营运时间如下：星期一至星期日：上午8时至晚上8时

### 使用者年龄与监视责任

6. 嬉水池和游乐场主要为年龄介于5至12岁的儿童而设。
7. 年龄不满5岁的儿童仅能够在拥有负责任的成年人的直接和持续监视的情况下方可使用设施。
8. 尽管有上述的规定，但是所有儿童在使用嬉水池、水上滑梯或游乐场时需由一名负责任的成人直接和持续监视。
9. 所有家长、监护人和看护者需全权负责监视他们所负责看管的儿童并为他们的安全和行为负责。

### 游乐场规则

10. 游乐场区域严禁以下:
(a) 禁止携带宠物
(b) 禁止在游乐场区域骑行脚踏车、踏板车、滑板或其他相似的设备
(c) 除了本会明确批准或由本会提供，使用者不可使用个人漂浮设备、可充气玩具或其他漂浮设备。

## 水上滑梯规则

11a. **最低身高要求**

i使用管道滑梯的使用者的身高需至少为1.2米。

11b. **禁用者**

i下列使用者禁止使用水上滑梯:
- 未达身高要求的儿童
- 成人
- 搂在怀中的婴儿

11c. **滑梯的正确使用方法**

i 无论任何时候滑梯仅能容纳一名使用者
ii 使用者在滑下滑梯时需脚朝下。
iii 使用者需维持正确的滑动姿势而不可表演任何花式动作。
iv 禁止使用者在滑梯上突然暂停、更滑姿势或形成“人形链条”。
v 使用者需等待前方的使用者完全离开着陆区后方可开始滑落。

11d. **着陆区**

i 使用者在完成滑落后需立即离开着陆区。

11e. **救生员的指示**

i 所有使用者需时刻遵循救生员或本会人员的指示。

## 着装

12. 所有使用嬉水池的使用者需穿着本会能够接受的适当泳装。
13. 禁止在嬉水池内穿着鞋子。
14. 禁止在嬉水池内使用脚蹼。

## 卫生与行为举止

15. 所有使用者需先淋浴然后再洗脚池洗脚后才可进入嬉水池。
16. 拥有开放性伤口、感染症状或患有传染病的人士不可进入嬉水池。

17. 禁止在嬉水池和其周围区域嬉笑打闹、进行球类活动或任何危险行为。

18. 禁止在嬉水池和游乐场区域抽烟、饮食或乱扔垃圾。

19. 严禁吐痰、小便、清理鼻子或喉咙不适或其他扰乱社会秩序或不卫生的行为。

20. 使用者不可在雷电交加的天气中或在救生员或本会人员给予指示的情况下进入嬉水池。

**会员的责任**

21. 主会员需确保其家庭成员、来宾或随同的使用者知道并遵守这些附则条文。

**修改**

22. 本会管理层有权在必要时适时修改这些附则条文。

**乒乓室**

**一般**

1. 凡我会会员，均可按照本附则或理事会或有关的常务委员会所制定或确定的其他任何条规订用乒乓室。

2. 年龄12岁以下的会员子女，必须由主会员、定期会员或公司会员的提名代表陪伴。会员应对他们的子女之行为负责。

3. 会员打球，风险自冒；如因使用设施而有任何受伤，本会恕不负责。

4. 会员如造成设施的任何损坏，应负责全部修理费，数额应由理事会确定；理事会的决定应是最后的，不得提出异议。

5. 设施范围内不准抽烟和进食。

6. 凡会员滥用管制设施用途的附则，有关的常务委员会有权向理事会建议根据本会章程吊销有关会员的会籍。

7. 理事会以及/或者有关的常务委员会有权利用设施供正式委任的本会教练进行训练/教导课程。

8. 除非获得有关的常务委员会的批准，否则任何人都不得开办乒乓训练班、或进行个别辅导/训练活动。

9. 理事会以及/或者有关的常务委员会可以保留乒乓室以供获批准的本会活动之用，只须在至少一个星期之前在本会布告栏发布通告让会员周知。

10. 理事会和有关的常务委员会已被授权执行这些附则，并有权警告球员不得违反条规，必要时，还可要求球员离开乒乓室或本会址。

**预订/开放时间**

11. 球桌在上午7时至晚上10时之间可供会员预订，最少时段为一个小时，不得少过一个小时。使用球桌是以每小时计算收费。

12. 会员可在每日的上午7时至晚上9时半之间通过网上预订、电话预订或在前往体育接待处亲自预订球桌。

13. 预订时必须出示会员证。

14. 在预订设施开始使用羽毛球场、保龄球场、台球与史诺克球桌、壁球场、乒乓桌和网球场之前，会员必须填妥球员的履历表格，包括在会员日打球的会员姓名和户头号码以及在来宾日打球的来宾姓名和来宾证号码，否则，预订可能被负责的员工加以取消。

15. 会员可用一人或两人名义预订球桌；以单人的名义预订球桌时，有关的会员必须到场打球，而且必须是单据持有人；以双人名义预订球桌时，有关的会员至少其中一人必须到场打球而且必须是单据持有人之一。代人预订恕不受理。

16. 主会员、定期会员和公司会员的提名代表最多可提前7天通过电话或亲临预订。预订是以先到先得为原则。

17. 收费规定如下：

**非繁忙**

| | |
|---|---|
| 星期一至星期五 | :上午7时至傍晚6时<br>$3.27每张球桌每小时 |

**繁忙**

| | |
|---|---|
| 星期一至星期五 | :傍晚6时至晚上10时 |
| 星期六/星期日/公共假期 | :上午7时至晚上10时<br>$5.45每张球桌每小时 |

18. 预订球桌的会员，如过时10分钟没有到场，他的预订当作取消论，但这个场次可让给当时在场等候使用球桌的任何会员，收费不变。

19. 会员必须在取得有关的预订单据作为预订证明时才可以开始打球。负责员工提出要求时，会员必须出示预订单据以供检查。

20. 如逢电力发生故障或球桌不能使用，则已预订球桌并付清租费的会员，可展延到别一天当球桌有空挡时另外补回。租费是不可退还的。

21. 会员必须利用他们的信用户头进行所有预订；没有信用户头的少年会员和少年定期会员应利用电子转帐，并在预订时付清费。

22. 无论是否提前预订，收费是以每次1小时计算，此等收费将在开始打球之前通过本会的预订记录簿结清，簿上必须写明打球时间并有预订球桌的会员之签名。

23. 会员如没有在预订日期一天前的中午12时以前通过电话或亲自取消预订，将自动必须对收费如数照付不误。

**衣著**

24. 会员和来宾打球时必须穿著适当。

25. 球员不得赤身、穿拖鞋或赤脚打球。

**来宾**

26. 每名主会员、定期会员、提名代表、配偶会员、配偶定期会员、少年会员或少年定期会员（在此会员的上个生日后，该会员至少年满15岁）可按照这些附则条文在同一时间邀请多达3名来宾进入本会。来宾在一星期内受邀进入本会使用设施的次数不可超过一次，除非理事会授权。

27. 会员需在场陪伴来宾，并全权负责来宾在本会的所有行为举止。

28. 会员携带来宾使用设施必须为他们的来宾签办进场手续并缴付规定的来宾费。在锦标赛或友谊赛期间，本会的嘉宾例如球员和支持者，则可豁免缴交来宾费。

**组训**

29. 鉴于球桌不敷应用，球员每人每次只可在一张球桌打球不得超过半个小时，或只可和对手打7局每局11分，以较快者为准。

30. 体育会员有义务和所有本会球员/会员对打/过招，无论他们在体坛的地位是高或是低。

**网球场**

**一般**

1. 凡我会会员，均可遵照本附则或理事会或有关的常务委员会所制定和确定的其他任何条规订用网球场。有关的条规将张贴在本会的布告栏上。

2. 12岁以下的会员子女必须由主会员、定期会员或公司会员的提名

代表陪伴。他们可在任何一天的繁忙时段之外使用球场。在非繁忙时段内一起打球的会员子女，必须由预订球场的会员监督。会员应对他们的子女之行为负责。

3. 会员打球，风险自冒；如因使用网球场而蒙受任何损伤， 本会恕不责。

4. 会员如造成网球场的任何损坏，应负责全部修理费；数额应由理事会作决定。理事会的决定将是最后的，不得提出异议。

5. 在网球场内，不准吸烟或饮食。

6. 凡会员滥用管制网球场用途之附则，有关的常务委员会有权向理事会建议根据本会章程吊消有关会员的会籍。

7. 即使在繁忙时段内，理事会以及/或者有关的常务委员会有权利用球场以供本会正式委任的教练从事训练/教导课程。不过，有关的常务委员会将尽量避免在繁忙时段内利用球场从事训练/教导课程，以免不必要地剥夺了会员使用球场的权利。

8. 理事会以及/或者有关的常务委员会可以保留一个或所有球场以供本会锦标赛或比赛之用，只要在至少一个星期之前，在本会布告栏贴出通告让会员周知即行。

9. 获批准的本会赞助商之广告，只可在球赛/锦标赛期间展示。

10. 除非获得网球小组委员会的批准，否则不准在星期一至星期六以及公共假日的繁忙时段内私下教球。

11. 网球场仅供网球相关活动使用。除非得到了本会管理层的预先书面批准，否则不可在网球场进行非网球相关的活动。

**预订/开放时间**

12. 网球场在上午7时至晚上10时之间可供会员预订，预订时段最少为一个小时，不得少过一个小时。利用球场的收费是以每小时计算。

13. 会员可在每天上午7时至晚上9时半之间亲临体育接待处预定。在预订时应提供联络电话号码。以他人名义或请人代预订概受理。

14. 主会员、定期会员和公司会员的提名代表可通过电话或提前最多7天亲自预订球场。

15. 会员不可预订超过8天以后的球场，例如：这个星期三只能预订到下个星期三晚上10时为止的任何一个场次。

16. 预订球场时必须出示会员证。

17. 在预订设施开始使用羽毛球场、保龄球场、台球与史诺克球桌、壁球场、乒乓桌和网球场之前，会员必须填妥球员的履历表格，包括在会员日打球的会员姓名和户头号码以及在来宾日打球的来宾姓名和来宾证号码，否则，预订可能被负责的员工加以取消。

18. 球场预订者可以主会员或公司会员提名代表及/或配偶会员/定期会员/配偶定期会员的名义预订球场。以单人的名义预订球场时，有关的会员必须到场打球，而且必须是单据持有人；以双人名义预订球场时，有关的会员至少其中一人必须到场打球，而且必须是单据持有人之一。

19. 在繁忙时段，任何会员凡预定网球场，任何一个时间每个球场皆不得超过两个小时。

20. 球场收费规定如下：

**非繁忙**

| | |
|---|---|
| 星期一至星期五 | :上午7时至傍晚6时<br>$4.36每个球场每小时 |

**繁忙**

| | |
|---|---|
| 星期一至星期五 | :傍晚6时至晚上10时 |
| 星期六/星期日/公共假期 | :上午7时至晚上10时<br>$6.54每个球场每小时 |

**不准预订**

21. 如逢下雨、电力发生故障或球场不能使用，则已预订球场并付清场租的会员，可展延到别一天当球场有空档时另补一个场次。场租是不可退还的。

22. 会员预订球场，必须利用他们的信用户头结帐，少年会员或少年定期会员没有信用户口应采用电子转帐并在预订时付清场租。

23. 无论是否提前预订，场租是以每场次60分钟计算。此等场租可在开始打球前通过本会预订记录簿结清，簿上必须写明打球时间并有预订球场的会员之签名。

24. 会员无论是通过电话或者亲自到场预订，如拟取消预订都必须在一天前的中午12时以前通知，否则，有关的会员对场租必须如数照付不误。

25. 本会锦标赛的报名费和球场收费将由理事会以及/或者有关的常务委员会决定。

26. 少年会员或少年定期会员可在任何一天的非繁忙时段预订球场。

## 衣著

27. 网球运动装必须符合端庄得体的适当标准。基本上，此等运动装应该是浅色的，虽然也可加上有色的滚边。在参加本会锦标赛或友谊赛时，此等运动装的前后都不得题字，除了厂家的商号（例如：运动装的品牌、本会会徽或本会承认的主办机构之会徽）之外。

28. 不得穿上户外鞋子进入球场（也就是高跟鞋、高尔夫球鞋、足球靴、黑底鞋、安全靴等等）。

29. 不把尖锐或重型配备带进球场。

30. 球员不得穿拖鞋或赤着脚打球。

31. 球员如不遵守本附则，将被令离开网球场。

## 来宾

32. 每名主会员、定期会员、提名代表、配偶会员、配偶定期会员、少年会员或少年定期会员（在此会员的上个生日后，该会员至少年满15岁）可按照这些附则条文在同一时间邀请多达3名来宾进入本会。来宾在一星期内受邀进入本会使用设施的次数不可超过一次，除非理事会授权。

33. 会员需在场陪伴来宾，并全权负责来宾在本会的所有行为举止。

34. 会员携带来宾使用网球场，必须在本会接待处为他们的来宾签办进场手续，并缴付已规定的来宾费。在锦标赛或友谊赛期间，本会的嘉宾例如：客队的职球员和支持者，则可豁免缴交来宾费。

## 篮球场

### 一般

1. 预定篮球场时段最少为一个小时，不得少过一个小时，时间为上午 7 时 至晚上 10时 之间。使用球场的收费是以每小时计算。

2. 任何个人会员每次预订篮球场的时间不得超过两个小时，且在7天内不得超过两次。会员无论是通过电话或者亲自到场预订，如拟取消预订都必须在一天前的中午12时以前通知，否则，有关的会员对场租必须照付不误。

   **非繁忙**
   星期一至星期五 :上午7时至傍晚6时
   $4.36每小时

   **繁忙**
   星期一至星期五 :傍晚6时至晚上10时
   星期六/星期日/公共假期 :上午7时至晚上10时
   $6.54每小时

3. 会员可在每日的上午7时至晚上9时半之间通过网上预订、电话预订或前往体育接待处亲自预订。

4. 除本会指定的教练外，任何人不得组织篮球和匹克球课程或进行指导。

5. 会员们可前往体育接待处租借篮球，以先到先得为准。若会员无法归还篮球，或是篮球有所受损，会员则需支付$32.40。

6. 严禁在篮球场区域吐痰、抽烟、乱丢垃圾与赌博。

7. 会员在篮球场上运动时需自我承担运动风险。本会一概不会为因使用篮球场而承受的伤害负责。

8. 管理层可在未先前发出通知的情况下关闭篮球场以进行维修，或是为本会的活动预定篮球场。

9. 在进行网球比赛时，篮球场将关闭。

10. 理事会与本会管理层有权执行以上的附则条文，同时有权在球员们侵犯任何附则条文时向球员发出警告或是在必要时要求球员离场。

### 衣著

11. 会员与来宾在进行篮球运动时必须穿上合适的运动服。

12. 球员不可穿着拖鞋或是赤脚打篮球。

13. 球鞋必须拥有不脱色的橡胶鞋底。

## 来宾

14. 会员必须陪伴左右并为其来宾的行为负责。

15. 会员必须前往本会的接待处为其来宾们办理登记手续，并且支付应付的来宾费。

16. 主会员、定期会员、提名代表、配偶会员、配偶定期会员、少年会员或少年定期会员（在此会员的上个生日后，该会员至少年满15岁）可按照这些附则条文在同一时间邀请多达5名来宾进入本会。来宾在一星期内受邀进入本会使用设施的次数不可超过一次，除非理事会授权。

## 行为举止

17. 会员与来宾在使用篮球场时，请避免呼喊或是高声谈话。

## 娱乐与消闲室

### 一般

1. 娱乐室只准许作为社交与消闲用途。

2. 只有主会员、定期会员、公司会员的提名代表以及配偶会员或配偶定期会员才可进入娱乐室。

3. 娱乐室内严禁吸烟。

4. 来宾、少年会员、少年定期会员以及社交会员和体育会员，一概不准进入娱乐室。

5. 娱乐室内严禁任何形式的现款交易。如拟购买任何饮食，必须通过会员的信用户头。

6. 打牌只可采用筹码，不准采用现款或有规定币值的筹码。

7. 娱乐室和会内严禁给小费。

8. 搓麻将每次不得超过16人。

9. 搓麻将活动一天不得超过10个小时。

10. 理事会已获得授权去执行这些附则，并有权警告会员不得违例，必要时，可请求有关的会员离开娱乐室或本会会址。

11. 凡会员不遵守这些附则，将遭受严厉处分。

12. 根据本会章程，纪律小组有权暂停或开除任何违反这些管制娱乐室用途附则的会员之会籍。

13. 理事会有权在必要时增删或修订这些附则，这类修订的附则一旦张贴在娱乐室布告栏，就可当作有效付诸实施论。

## 预订 / 开放时间

14. 开放时间

| | |
|---|---|
| 星期五、星期六和公假前夕 | ：下午1时至晚上10时 |
| 星期日至星期四 | ：下午1时至晚上9时 |

15. 搓麻将活动在晚上11时以前就应该停止(照内政部规定)。

16. 娱乐室预订费为每桌每小时$5.45。

17. 预订的最少时段必须是每桌1个小时；过后如要延长，则按每小时收费率计算。

18. 只有主会员、定期会员、公司会员的提名代表以及配偶会员或配偶定期会员才可预订。

19. 桌位的分配将以先到先得为原则。

20. 提前预订恕不接受。

21. 预订时，会员必须把一起来的牌友的姓名和户号全部填写在预订收据内。所有牌友都必须向值勤管理员出示会员证以供检查。

22. 会员必须在填妥预订收据后才可开始打牌。

23. 会员必须采用他们的信用户头缴付所有预订费。

## 电玩角落

### 一般

1. 严禁吸烟和饮食。

### 开放时间

2. 星期一至星期四 ：中午12时至晚上11时

星期五和公共假日前夕 ： 中午12时至凌晨1时

星期六和公共假日 ： 上午10时至凌晨1时
星期日 ： 上午10时至晚上11时

## 衣著

3. 穿着泳装、衣著/鞋袜肮脏或湿漉者，不准进入电玩角落使用电玩机。

## 行为举止

4. 不得动作粗暴，凡会员/来宾被发现有如下动粗行为，诸如：摇撼、敲击或踢打电玩机、利用任何物体以及/或者人体的任何部位恶意破坏电玩机，将遭受适当纪律行动处分。

## 时尚活动

### 一般

1. 时尚活动是开放给所有主会员、定期会员、配偶会员/配偶定期会员和已登记的少年会员和少年定期会员参加的。

2. 每名主会员、定期会员、提名代表、配偶会员、配偶定期会员、少年会员或少年定期会员（在此会员的上个生日后，该会员至少年满15岁）可在支付本会理事会/常务委员会所定的费用后，邀请来宾参加生活时尚活动。会员需为其来宾的行为举止负责。

3. 任何主/定期会员的配偶或还未成为少年会员的子女，如果没有向本会登记成为配偶/配偶定期会员或家属，则只能以来宾身份参加时尚活动。

4. 如果时尚活动是在本会会址范围内举行，则外来食品和饮料不准带进场。

### 退出活动

5. 不到场并不表示已退出活动，除非及早呈交正式的‘时尚活动退出表格’。

6. 短期课程例如舞蹈班/唱歌班/健身班，一旦开课便不得退课。

## 进行中活动

7. 报名一旦确定，无论是通过传真、邮寄、文字简讯、电邮还是电话，退款要求恕不受理。
8. 退出通知必须在下一个结账月份的至少2个星期前预先呈交。

9. 通知如果是在月份的第15日当天或之前呈交，本会便可在同月份内处理；活动费隔月就可停收。

10. 通知如果是在月份的第15日之后才呈交，本会只能在隔月处理；然则隔月的活动费将照收不误，过后才会停收。

## 特别活动

11. 除非另作其他声明，否则退出/取消应在活动项目/工作坊开始前7天提供通知。

## 社交舞蹈夜

### 一般

1. 社交舞蹈夜是开放给所有主会员、定期会员、配偶会员和配偶定期会员参加的。

2. 携带来宾到本会的主会员或提名代表或配偶会员应伴随来宾及负责确保这位来宾遵守本会的章程和附则，并在来宾名册填写这位来宾的资料和领取来宾通行证或固本。

3. 每一个主会员、定期会员或提名代表或配偶会员、配偶定期会员（也就是每个户口）只可签进最多4个来宾参加星期六的社交舞蹈夜。

4. 凡会员携带来宾进场而没有办理签进或蓄意不缴付来宾费，将受到纪律行动处分。

5. 会员如果没有办理签进便不得逗留舞场超过15分钟。

6. 外来饮料/食物不准带进舞场。

## 开放时间

8. 每逢星期六晚上7时 – 10时30分
(不包括每月的第一个星期六)

## 唱片骑师演奏时间表

9. 每场社交舞会将包含三套每套为时45分钟的社交舞舞曲，以及一套为时15分钟的排舞舞曲。在社交舞会的结尾，主办方将会播放一套为时半小时的社交舞会音乐组曲。

10. 间歇休息时间播放排舞音乐，除非所有在场者一致同意播放其他音乐。

## 活动套房

### 一般

1. 会员和来宾使用设施，风险自己承担；如有任何不幸事故或损伤，无论原因如何，怎样受伤或和使用活动套房的设施/配备有任何关联而引起的，本会一概不负责。

2. 活动套房的用途，将优先分配给进行中的活动；当进行中的活动没有用到时，活动套房便可以先到先得原则让本会举办以及/或者批准的活动/赛项/聚会订用。

3. 活动套房严格保留给本会举办的活动和赛项以及会员和本会结盟俱乐部的私人订用，惟须经过批准。严禁未经批准就使用活动套房，会员如果未经适当批准就使用活动套房，必将受到纪律行动处置。

4. 个别小组的附则条文将适用于在活动套房举行的活动的所有参与者。

5. 所有本会举办的活动和赛项必须由1个经批准的派对/举办者监督/主持。

6. 会员和来宾务必确保他们在体能/医学上乃合格，然后才参与活动套房或本会举办的任何形式体育活动。

7. 不得把外来食物带进活动套房除非事先获得批准。

8. 会员和来宾务必遵守活动套房的所有安全条规，并在被通知必须遵守这些条规时，与举办者或负责人合作。

9. 活动套房的配备绝对只供本会举办的活动参与者使用。会员和来宾不得在未经批准的情况下使用活动套房的配备。会员和来宾如果毁坏活动套房的任何配备或装置，就必须赔偿补换或修理的费用。

**开放时间**

10. 星期一至星期日 ： 上午7时至晚上10时

**衣著**

11. 会员和来宾务必衣着适当，最好配合他们参加的活动/计划的类别。在活动套房也必须时时穿上适当的鞋类。

**行为举止**

12. 在活动套房内，会员和来宾行为举止必须时时端庄有礼。

**会员的私人预订**

13. 会员对活动套房的预订必须遵守这方面的附则条文和本会时时可能制定的条规。

14. 活动套房的私人预订可从上午9时 – 傍晚7时，视是否有空档而定。

15. 会员私人预订的起码时限应是4个小时，加上每次可延长1个小时。

16. 私人预订活动套房应通过本会，必须视是否有空档和管理层或相关常务或小组委员会的批准。

17. 会员私人预订的餐饮需求，必须由本会餐饮部门承办；不准外来承办。

18. 私人预订活动套房如果没有包括餐饮承办（例如租来供私人舞蹈/健身操练习），那么参加的每个来宾就得缴付来宾费。

19. 没有包括餐饮承办的私人预订活动套房的收费率规定如下：

| 没有餐饮的活动套房预订 | |
|---|---|
| 半天（4个小时） | $741.20 |
| 过后每小时 | $163.50 |
| 整天（8个小时） | $1,199.00 |

20. 私人预订活动套房的承办或开会配套可向本会的餐饮部门索取。

21. 预订时隙确定活动套房的使用时间；过后延长同样用途就得缴付每小时收费。

22. 所有取消预订通知必须在预订日期的至少15个工作日之前以书面提出。

23. 在预订日期的8到14个工作日之前作出取消预订，必须缴付50%的预订费总额。

24. 在预订日期的7或不到7天之前作出取消预订或没有到场，必须缴付100%的预订费总额。

25. 未经本会书面同意和批准，会员在任何时候不得准许、让出或转让他们的预订。

26. 管理层有权拒绝在活动套房举行任何被认为不适当、令人不快、有伤风化或不符合本会声望、形象和宗旨的活动。

27. 在活动套房进行任何装饰必须获得事先批准。套房内的任何地区绝对不准使用铁钉、螺丝钉和其他固定装置/粘合剂。

28. 在预订套房供作私人用途时，对活动套房和其家私/配备的任何损毁或遗失本会公物，应由预订套房的会员承担；本会对承担损失的决定应是最后的，不得提出异议。

29. 对由于以下列出的原因而导致的任何损毁，本会恕不负责赔偿：
    i) 重要服务（诸如水电等等）的中断供应。
    ii) 意外或火患。
    iii) 天灾。
    iv) 任何非中华游泳会所能控制的原因导致确定或拟议中预订的延迟、停止、骚扰或取消。

v) 任何参加集会/活动人士的任何个人受伤或个人财物损失。

30. 凡参加本会会址范围内举行的任何聚会/活动的任何人士都必须遵守本会的附则。

## 满竹咖啡屋

### 营运时间

1. 营运时间规定如下:

| | |
|---|---|
| 星期一到星期四 | :中午12时到晚上9时半<br>(最后的点菜时间晚上9时) |
| 星期五及公共假日前夕 | :上午11时半到晚上10时半<br>(最后的点菜时间晚上10时) |
| 星期六 | :上午8时半到晚上10时半<br>(最后的点菜时间晚上10时) |
| 星期日及公共假日 | :上午10时半到晚上10时<br>(最后的点菜时间晚上9时半) |

### 一般

2. 咖啡屋只接受中华游泳会的会员信贷设施、电子转帐和信用卡;会员应对他们的来宾的账单负责。

3. 18岁以下的青少年，恕不提供含酒精饮料。

4. 咖啡屋内禁止吸烟。

### 衣著准则

5. 穿著 : 整洁便服

哪些穿着湿漉、汗湿以及/或者肮脏衣服、背心、干或湿泳衣泳裤、游泳浴巾/浴衣以及不穿任何鞋类者，一概不准进入咖啡屋。在咖啡屋值勤的员工或经理有权拒绝对穿着不适当的任何会员或他的来宾提供服务。

### 会员的责任

6. 主会员在咖啡屋必须遵守这些附则和行为得体。

7. 会员应确保他们以及他们的来宾（们）按照衣着准则适当穿着。

8. 会员应对他们来宾的行为负责，只要他们的来宾仍在咖啡屋，他们本人便非得在场不可；来宾不得擅自在会址四处游荡闲逛。

9. 妨碍他人的行为，诸如口出污言秽语、殴斗、随地吐痰或烂醉如泥、酗酒装疯，是不准许的。

10. 会员或来宾不得把咖啡屋的任何本会公物拿走；任何会员或他/她的来宾如果拿走公物而被抓到，本会将向理事会举报以及/或者对他/她采取纪律行动或把他/她移交警方发落。

11. 会员应对他们的来宾（们）如造成咖啡屋公物的任何损毁负责；损毁的修补费用，将向有关的会员征收。

12. 会员不得在咖啡屋举办任何幸运抽奖、开彩给奖或聚赌。

13. 晚间若要点最后一道菜，应在打烊时间的30分钟前；为了方便收场程序，咖啡屋将在规定的打烊时间前15分钟就开始收工。当服务员工通报打烊时间，会员就得充分合作。

14. 会员在点菜之前必须出示他们的会员证。

15. 会员在结账时也必须出示他们的会员证。

16. 会员离开会址之前，必须在所有帐单上签名；任何未签名的帐单将送交会计部处理。不过，收银员将保留1份未签名的帐单副本，附在订单上，以留给有关的会员。

17. 为了让所有用餐者拥有一个安全的用餐环境及保障他们的安全，会员需随身携带他们的个人物品。本会员工将会移除所有放置超过15分钟且无人看管的个人物品。

**理事会/常务委员会的权限**

18. 会员或他们的来宾对公物所造成的任何损毁的赔额将由理事会/常务委员会确定；他们的决定将是最后的，不得提出异议。

19. 理事会/常务委员会可在必要时有权修订条规。

20. 理事会/常务委员会有权封锁或关闭咖啡屋以供本会聚会之用。

21. 理事会/常务委员会/经理/主管有权拒绝为喝醉的会员或来宾服务或不让他们进入咖啡屋。

22. 在咖啡屋举办的一切有组织的活动，应属于有关的常务委员会的权限。

23. 万一发生紧急情况，可咨询在场的1位常务委员会委员，以便采取适当行动。

24. 咖啡屋的餐饮价格是遵照本会提供而获得相关常务委员会批准的价格表。

**经理/高级职员的权利**

25. 值勤经理/高级职员有权行使他/她对执行本附则以及理事会或餐饮供应委员会可能制定的任何其他条规。

26. 值班的员工/保安人员/经理有权要求任何惹是生非或酗酒的会员/来宾离开咖啡屋。

**豁免条款**

27. 会员如有任何意外损伤，本会概不负责；会员如果损坏本会公物，无论原因如何，应负责赔偿同值损失。

28. 会员或他们的来宾带进咖啡屋的任何私人随身物，如有任何遗失或损毁，本会概不负责。

**宠物**

29. 禁止把动物/宠物带进咖啡屋。

**严禁事项**

30. 不准把外来餐饮带进咖啡屋。

31. 只有向吧三通点叫的瓶装饮料及食物可以带进咖啡屋；向其他来源点叫的餐饮一概不准。

32. 免税烈酒和葡萄酒，不准带进咖啡屋。

33. 凡是任何未列在酒精饮料列表上且带入咖啡屋内饮用的葡萄酒或烈酒，均须收取开瓶费。严禁带入酒精饮料列表上列出的葡萄酒与烈酒。

    开瓶费为：
    葡萄酒和香槟 - 每瓶$27.25
    烈酒 - 每瓶$32.70

**促销布条**

34. 只有理事会/常务委员会批准的促销布条和其他赞助商资料，可在促销期间张挂在咖啡屋；一旦促销期结束，所有促销资料应该立即拿掉。

## 告示牌

35. 会员在任何情况下皆不得把陈列在咖啡屋或附近的告示牌/通告拿掉。

## 12条球道保龄球中心

## 餐饮服务时间

36. 星期日、星期一至星期四 ：上午11时半到晚上9时半
(最后点叫餐饮时间晚上9时)

星期五、星期六
以及公共假日前夕 ：上午11时半到晚上10时
(最后点叫餐饮时间晚上9时半)

## 点叫餐饮程序

37. 12条球道保龄球中心只提供点心小吃项目。

38. 会员如拟点叫餐饮，必须到保龄球接待处并引用他们的户头号码点叫。

39. 会员可通过他们的CSC信贷户头、信用卡或电子转账结账。会员应对他们来宾的账单负责。

40. 点叫送到12条球道保龄球中心的每一餐饮项目增收5角钱额外费用。

## MERIDIAN与酒廊

## 营业时间

1. 星期二、星期四和星期日 ：中午12时至晚上11时
(最后点餐时间为晚上9时)
(小吃菜单最后点餐时间为晚上10时)

星期一、星期三、星期五、
星期六和公共假日前夕 ：中午12时至凌晨12时
(最后点餐时间为晚上9时)
(小吃菜单最后点餐时间为晚上10时)

## 通则

2. Meridian仅接受中华游泳会会籍信用安排、NETS和信用卡。会员需自行支付其来宾的开销。

3. 本会将不会为年龄未满18岁者提供含酒精饮料。

4. 本会恕不受理桌位预订。

## 穿着要求

5. 服装：时尚休闲

穿上湿漉、多汗、臭或肮脏的衣服、汗衫或湿漉泳装、游泳毛巾/袍及没穿鞋子的顾客将不可进入Meridian。执勤的职员或经理有权拒绝任何衣着不当的顾客进入Meridian。

**会员的责任**

6. 主会员在Meridian时需遵守这些附则条文并且遵守礼仪。

7. 会员需确保其和其来宾按照穿着要求穿上合适的穿着。

8. 会员需要为其来宾的行为负责。来宾在Meridian的期间，会员则需随时陪同在旁。来宾不可自行在本会场所的其他地方闲荡。

9. 会员/来宾不可表现出任何扰乱社会的行为，例如说粗话、打架、吐痰或任何一种酒醉行为

10. 会员/来宾不可带走Meridian内属于本会的任何产业。若被发现，本会将会向理事会举报其，而其将会遭受纪律处分或交由警方处理。

11. 若来宾的行为将对Meridian的产业造成损坏，邀请来宾前来的会员将为该损坏负责且需支付损坏造成的损失。

12. 会员不可在Meridian内举办任何幸运抽奖活动、彩票活动或博彩活动。

13. 晚间最后的点餐时间为结业前的三十(30)分钟。为方便结业程序，Meridian将会在指定结业时间前15分钟开始打烊。当服务员向会员通报结业时间时，请会员尽量配合。

14. 会员需要在点餐前出示其会员卡。

15. 会员需要在结账时出示其会员卡。

16. 会员需在离开本会前在所有账单上签名。任何未签名的账单将送交会计部处理。收银员也同时会保留一份未签名的账单副本，附在订单上以供该会员参考。

17. 会员可通过本会信用安排、信用卡或NETS支付账单。

18. 除了受邀表演的艺人，其他人均不允许上台演唱/表演。

**理事会/常务委员会**

19. 会员或其来宾损毁任何本会产业时，产业的替换费用将由理事会/常务委员会决定，而该决定将为最终决定。

理事会/常务委员会有权在认为妥当时或必要时修改附则条文/规则。

20. 理事会/常务委员会有权预订Meridian或关闭Meridian以举办本会活动。

21 理事会/常务委员会/经理/执勤工作人员有权拒绝服务任何酒醉的会员或来宾或允许他们进入Meridian。

22 在Meridian举办的所有活动均需由相关常务委员会监管。

23. 若出现紧急事件，可向在场的常务委员会成员咨询有关应采取的适当措施。

24. Meridian的餐饮价格均按照本会所提供的价格表所定，而该价格表已由相关的常务委员会批准。

## 经理/工作人员的权力

25. 执勤的经理/工作人员有权执行其权力强制执行由理事会或餐饮委员会所设下的附则条文和任何其他规则。

26. 本会职员/保安人员/执勤经理有权请求任何闹事或酒醉的会员/来宾离开Meridian。

## 保障

27. 会员将保障不向本会追究任何因意外而引起的任何责任，并且将为Meridian的产业或设施的损坏或毁损全额赔偿，无论损坏或毁损是以何种方式造成。
28. 会员保障不会要求本会为个人带进Meridian的个人物品的遗失/损毁负责。

## 宠物

29. 禁止携带动物/宠物进入Meridian。

## 禁止物品

30. Meridian禁止外带餐饮。

31. Meridian也禁止带入从本会其他餐饮场所所购买的餐饮。

32 Meridian禁止饮用免税烈酒和葡萄酒。

33. 凡携带进人 Meridian 饮用且存放期为一个月的葡萄酒或烈酒，均须支付开瓶费。
开瓶费 ：
葡萄酒 - 每瓶$25
香槟 - 每瓶$25
烈酒 - 每瓶$30

## 购买瓶装酒

34. 向酒廊购买的瓶装烈酒/葡萄酒可以寄存酒廊，为期最多3个月。从购买日期算起。

35. 会员若把酒寄存酒廊，则需在离开酒吧前将他们的署名写在他们的瓶装酒的粘纸上。

36 若会员购买了多瓶同款的烈酒，其可将酒寄存酒廊（最多3个月）但是仅能寄存一瓶。从购买日期算起。

37. 只有在点叫纯酒饮料时才会提供冷开水。

38. 凡购买任何新的瓶装酒，将免费获得1公升玻璃塞圆酒瓶的调酒饮料或半瓶酸柑露酒；额外的调酒饮料则以公升或每份计费。调酒饮料包括苏打水、汤力水、姜味汽水、酸柑露酒和汽水。不过，这不适用于寄存酒廊的任何未饮完烈酒。

## 寄存期满的瓶装酒

39. 会员的存酒一到期，本会将在酒廊的布告板上列出寄存期满的瓶装酒并以书面通知他们把瓶装存酒拿走。如果该会员选择把他/她的到期瓶装存酒留下来，本会将会向其收取餐饮供应委员会所决定征收的保管费。此费用将计入会员的户头。本会有权在发出通知信的14天后自行处置到期的瓶装存酒。

## 宣传横幅

40. 仅有餐饮供应委员会所允许的宣传横幅和其他赞助商宣传材料可在该促销期时在酒廊内展示。一旦促销期结束，所有促销宣传材料应立即取下。

## 指示牌

41. 会员无论在任何情况下均不可取下酒廊内摆放的任何指示牌/公告。

## 卡拉OK大厅和私人厢房

## 营业时间

星期一至星期四 ：下午3时至晚上10时半

星期五至星期日和公共假日 ：下午3时至晚上11时半

## 通则

1. 卡拉OK设施仅接受中华游泳会会籍信用安排、NETS和信用卡。会员需自行支付自己的开销。
2. 本会将不会为年龄未满18岁者提供含酒精饮料。

3. 卡拉OK设施内禁止吸烟和吸电子烟。

4. 请留意此卡拉ok厢房为全自助服务厢房。

**穿着要求**

5. 服装：时尚休闲装

穿上湿漉、多汗、臭或肮脏的衣服、汗衫或湿漉泳装、游泳毛巾/袍及没穿鞋子的顾客将不可进入卡拉OK设施。执勤的职员或经理有权拒绝任何衣着不当的顾客进入卡拉OK设施。

**顾客的责任**

6. 顾客在卡拉OK设施需遵循这些附则条文并且遵守礼仪。

7. 顾客需按穿着要求穿上合适的穿着。

8. 顾客需为自己的行为负责。非会员顾客不可自行在本会场所的其他地方闲荡。

9. 顾客不可表现出任何扰乱社会的行为，例如说粗话、打架、吐痰或任何一种酒醉行为。

10. 顾客不可带走卡拉OK设施内属于本会的任何产业。若被发现，本会将会向理事会举报其，而其将会遭受纪律处分或交由警方处理。

11. 若顾客的行为将对卡拉OK设施的产业造成损坏，顾客将为该损坏负责且需支付损坏造成的损失。

12. 顾客不可在卡拉OK设施内举办任何幸运抽奖活动、彩票活动或博彩活动。

13. 顾客需购买食品及/或饮料才可入座卡拉OK设施。

14. 会员需在下订单前及在结账时出示会员卡。

15. 会员需在离开本会前在所有账单上签名。任何未签名的账单将送交会计部处理。收银员也同时会保留一份未签名的账单副本，附在订单上以供该会员参考。

**理事会/常务委员会的权限**

16. 顾客损毁任何本会产业时，产业的替换费用将由理事会/常务委员会决定，而该决定将为最终决定。

17. 理事会/常务委员会有权在认为妥当时或必要时修改附则条文/规则。

18. 理事会/常务委员会有权预订卡拉OK设施或关闭卡拉OK设施以举办本会活动。

19. 理事会/常务委员会/经理/执勤工作人员有权拒绝服务酒醉的会员或来宾或允许进入卡拉OK设施。

20. 在卡拉OK设施举办的所有活动均需由相关常务委员会监管。

21. 若出现紧急事件，可向在场的常务委员会成员咨询有关应采取的适当措施。

22. 卡拉OK设施的餐饮价格均按照本会所提供的价格表所定，而该价格表已由相关的常务委员会批准。

**经理/工作人员的权力**

23. 执勤的经理/工作人员有权执行其权力强制执行由理事会或餐饮委员会所设下的附则条文和任何其他规则。

24. 本会职员/保安人员/执勤经理有权请求任何闹事或酒醉的会员/来宾离开卡拉OK设施。

**保障**

25. 会员将保障不向本会追究任何因意外而引起的任何责任，并且将为卡拉OK设施的产业或设施的损坏或毁损全额赔偿，无论损坏或毁损是以何种方式造成。

26. 顾客将保障不会要求本会为个人带进卡拉OK设施的个人物品的遗失/损毁负责。

**禁止物品**

27. 卡拉OK设施禁止外带食物。

28. 卡拉OK大厅和卡拉OK厢房只能吃食用本会餐饮场所订购的食物。

29. 卡拉OK大厅和卡拉OK厢房禁止饮用免税烈酒和葡萄酒。

**宣传横幅**

30. 仅有理事会/常务委员会所允许的宣传横幅和其他赞助商宣传材料可在该促销期时在卡拉OK设施内展示。一旦促销期结束，所有促销宣传材料应立即取下。

**指示牌**

31. 顾客无论在任何情况下均不可取下卡拉OK设施内摆放的任何指示牌/公告。

**公用卡拉OK设施和私人厢房**

32. 本会仅允许顾客在公用卡拉OK大厅和卡拉OK私人厢房唱歌。

33. 已预定了卡拉OK私人厢房的会员不允许在公用卡拉OK大厅唱歌。

34. 当点唱的歌曲播放时，不想唱的会员不允许将其点唱歌曲转给其他会员或来宾。这包括拿个麦克风不唱歌或是在唱了几句后将麦克风传递给另一个人。

35. 在进行卡拉OK活动时，必须保持最高的声量；值班的员工对卡拉OK声量和麦克风有充分的掌控权。任何纠纷应立即交由值班的经理处理。

36. 每位会员/社交会员有权每次点唱一首歌曲。

37. 会员若要进行付款或点唱歌曲，他们可通过手机扫描卡拉OK设施的二维码。

38. 会员和其来宾们需要从卡拉OK大厅索取轮候号码。

39. 所有歌曲点唱皆在卡拉OK大厅根据轮候号码顺序分配。

40. 会员/来宾应负责检查他们各自的轮流机会。

41. 会员/来宾若错过了他们的轮流机会恕不补歌。

42. 任何不想唱歌的会员不可将其唱歌机会转让。歌曲不可以模拟方式从晚上7时播放至结业。

43. 不准播放私人光碟。

44. 本会恕不受理桌位预订。

45. 会员/来宾可在公用卡拉OK大厅和卡拉OK私人厢房享用饮食。

**卡拉OK设施**

46. 会员可在两星期前亲自前往本会或是通过线上平台提前预订卡拉OK私人厢房。

| | | |
|---|---|---|
| 提前预定的取消通知 | : | 2天通知 |
| 两天内的预订 | : | 不允许取消 |
| 未满足取消通知期 | : | 会员若没到场或没给予足够的取消通知时间则仍需支付卡拉OK私人厢房的全额费用 |
| 没到场 | : | 会员需按预订的时段付费且本会将会向未到场且没给予通知的会员给予罚款处分。餐饮供应委员会将决定罚款金额。 |

47. KTV私人厢房收费
周日 (星期一至星期四)
小型厢房 (2至4人)@ 每小时$15.00
中型厢房 (5至7人)@ 每小时$20.00
大型厢房 (8至12人)@ 每小时$25.00
公用厢房 @ 每天/每人$10.00

周末 (星期五至星期日和公共假日)
小型厢房 (2至4人)@ 每小时$20.00
中型厢房 (5至7人)@ 每小时$25.00
大型厢房 (8至12人)@ 每小时$30.00
公用厢房 @ 每天/每人$10.00

48. 会员可利用其会员卡或/二维码会员卡进入私人厢房。

49. 卡拉OK设施均为自助服务。
- 自行打开电视机和卡拉OK系统
- 可通过手机扫描二维码点歌
- 每个厢房均提供两个麦克风

50. 会员/来宾可通过自动贩卖机购买饮料。

51. 如有任何其他需求请拨打分号720。

52. 卡拉OK大厅/厢房禁止外带食物。

53. 离开卡拉OK大厅及私人厢房时，请自行清理垃圾并将垃圾丢弃在本会所提供的垃圾桶。

**MINGLE@AMBER**

**营运时间**

1. 营业时间如下:

| | |
|---|---|
| 星期一到星期四 | :上午8时至晚上8时<br>(最后点菜时间为晚上8时) |
| 星期五至星期日,<br>公共假日前夕<br>和公共假日 | :上午8时至晚上9时<br>(最后点菜时间为晚上9时) |

**通则**

2. 咖啡屋仅接受中华游泳会会籍信用安排、NETS和信用卡。用餐者需自行支付自己的花费。

3. 本会将不会为年龄不满18岁者提供含酒精饮料。

4. 咖啡屋内禁止吸烟。

## 穿着要求

5. 服装：时尚休闲装

穿上湿、多汗、臭或肮脏的衣服、汗衫或湿漉漉的泳装、游泳毛巾/袍及没穿鞋子的顾客将不可进入咖啡屋。执勤的职员或经理有权拒绝任何衣着不当的顾客进入咖啡屋。

## 顾客的责任

6. 顾客在咖啡屋内需遵循这些附则条文并且遵守礼仪。

7. 顾客需按穿着要求穿上合适的穿着。

8. 顾客必须为自己的行为负责。非会员的顾客不可自行在本会场所的其他地方闲荡。

9. 顾客不可表现出任何扰乱社会的行为，例如说粗话、打架、吐痰或任何一种酒醉行为。

10. 顾客不可带走咖啡屋内属于本会的任何产业。若被发现，咖啡屋将会向理事会举报他/她，而他/她将会遭受纪律处分或交由警方处理。

11. 若顾客的行为将对咖啡屋的产业造成损坏，顾客将为该损坏负责且需支付损坏造成的损失。

12. 顾客不可在咖啡屋内举办任何幸运抽奖活动、彩票活动或赌博活动。

13. 顾客需购买食品及/或饮料才可入座咖啡屋。

14. 会员需要在点菜前及在结账时出示会员卡。

15. 会员需在离开本会前在所有账单上签名。任何未签名的账单将提交给会计部处理。但是，收银员将会保留一份该会员未签的账单和点菜单。

## 理事会/常务委员会的权限

16. 顾客损毁任何本会产业时，产业的更换费用将由理事会/常务委员会决定，而该决定将为最终决定。

17. 理事会/常务委员会有权在认为妥当时或有需要时修改附则条文/规则。

18. 理事会/常务委员会有权预订咖啡屋或关闭咖啡屋以举办本会活动。

19. 理事会/常务委员会/经理/执勤工作人员有权拒绝酒醉的会员或来宾进入咖啡屋。

20. 在咖啡屋举办的所有活动均需由相关的常务委员会监管。

21. 若有紧急事件，咖啡屋可向在场的常务委员会成员咨询应采取的适当措施。

22. 咖啡屋的餐饮价格均按照本会所提供的价格表，而该价格表已由相关的常务委员会批准。

**经理/工作人员的权限**

23. 经理/执勤工作人员有权执行其权力强制执行由理事会或餐饮委员会所设下的附则条文和任何其他规则。

24. 本会职员/保安人员/执勤经理有权邀请任何闹事或酒醉的会员/来宾离开咖啡屋。

**保障**

25. 会员将保障不向本会追究任何因意外而引起的任何责任，并且将为咖啡屋的产业或设施的损坏或毁损全额赔偿，无论损坏或毁损是以何种方式造成。

26. 顾客将保障不会要求本会为个人带进咖啡屋的个人物品的遗失/损毁负责。

**禁止物品**

27. 咖啡屋禁止外带餐饮。

28. 咖啡屋禁止饮用免税烈酒和葡萄酒。

29. 顾客若携带未在列单内的葡萄酒或烈酒进入咖啡屋饮用时需支付开瓶费。在列单上的葡萄酒和烈酒严禁带入咖啡屋。

开瓶费：
葡萄酒与香槟 - 每瓶$27.25
烈酒 - 每瓶$32.70

**宣传横幅**

30. 仅有理事会/常务委员会所允许的宣传横幅和其他赞助商宣传材料可在该促销期时在咖啡屋内展示。一旦促销期结束，所有促销宣传材料应立即拿下。

## 指示牌

31. 无论任何情况下，顾客均不可拿开在咖啡屋内或咖啡屋周围摆放的任何指示牌/公告。

## Zenith Suite

1. 没有餐饮的预订:

| | |
|---|---|
| 半天（4个小时） | $ 872 |
| 过后每小时 | $ 218 |
| 整天（8个小时） | $1,308 |

## 停车场

### 一般

1. 汽车和电单车必须停泊在指定可供停车的地区，不得随意停放在会址的任何地方。

2. 访客只可把他们的汽车停泊在指定的停车位。

3. 在任何获得授权的本会员工的要求下，会员必须调整他们的停车位置，以免造成或可能造成交通阻碍。

4. 车辆胡乱停泊以及/或者停泊在未经批准的地区，车轮将会被夹紧套牢。夹紧车轮的标志将在此等限制区展示。

   a. 车轮解套，须缴付$109.00 行政费，这项缴费将记入有关会员的户头；如果有关的车辆乃属来宾所有，则同额的行政费将得由签进来宾的会员缴付。

5. 若会员欲将车辆停放在本会至隔天，则需先前取得批准。会员可将其车辆停放在本会至隔天，并且可多达五个晚上。会员可在每六个月的时段内最多申请停放五个晚上，而一整年的停放次数也不可超过10个晚上。本会将在当日的凌晨2时后， 针 对那些未经授权隔夜停放的车辆收取每晚$21.80的费用。此车辆可在交付每晚$21.80罚金的情况下停放最多10天。此后，本会将会对此车辆使用车轮固定夹。本会仅有在会员支付$109.00 的费用后，方可取出车轮固定夹。

6. 第1辆车可获得免费停车标签；第2辆车的停车标签须缴付$54.50 费用，记入有关会员的户头；第3辆车的停车标签的分发，须缴付年费$218.00，记入有关会员的户头。

   a. 会员如果不再是本会会员或者卖掉他们的车辆，就必须将停车标签退还本会。

   b. 会员如果更换停车标签，必须退还前此的旧标签，否则就得缴付多达$54.50罚款，作为补发停车标签的费用。

7. 停车标签将发给那些属于有关车辆的注册车主的会员，必须有车辆注册卡影印副本或保险证书或其他任何文件来证明有关的会员乃是注册车主。

8. 会员车辆的挡风镜必须展示停车标签，才可以停泊位于体育中心地下层1停车场和 The Astrium 地下层停车场的会员专用停车位。

9. 如果会员不是有关车辆的注册车主，他必须出示有关车辆注册卡的影印副本并签署一份保证信，以担保本会不必承担一切赔偿责任。

10. 停车标签乃属本会所有物，会员应对分发给他们的停车标签负责。停车标签是不可转让的；凡会员滥用停车标签，将受到纪律行动处分。

11. 倘若会员的车辆已与本会注册且车辆正在维修中（需提供修车服务报告为证），本会将为该会员提供免费停车固本。

12. 来宾的每日停车费规定如下：

| | | |
|---|---|---|
| 上午6时到下午5时 | : | 首2小时$3.27<br>随后每小时$1.64 |
| 下午5时到凌晨2时 | : | 首2小时$4.36<br>随后每小时$2.18 |
| 凌晨2时后 | : | 停车场关闭 |

13. 所有**没有**安装阅卡器（IU）的非新加坡注册车辆，每进次停车收费规定如下：

    (i)清早6时至凌晨2时之间的白昼停车收费每辆每进次$10.90。
    (ii)凌晨2时至清早6时之间的通宵停车收费每辆每进次$21.80。

14. 主会员、少年会员、社交会员、来宾、访客、同伙、租户和贵宾，一概不得在本会停车场及会址洗车。

15. 社交会员、来宾、访客、顾问和租户,一概不得把他们的车辆停泊在The Astrium 的地下层停车场和体育中心的地下层1停车场。

## 脚车停放

### 一般

1. 禁止携带脚车进入本会场所。会员仅能将脚车停放在位于体育中心地下一楼停车场和The Astrium开放式停车场的指定脚车停放处。

2. 会员可前往体育中心地下一楼的电梯大堂的保安处和 The Astrium 一楼的保安处索取免费的日用脚车锁。若会员未在当天将脚车锁归还保安处，本会将向该会员收取$21.80的替换费用。

3. 停放在本会场所或是指定脚车停放处的脚车，凡损坏或无人认领，本会将会自行丢弃。

4. 若会员停放的脚车将会阻碍车辆和行人，会员将在本会授权的人员的要求下移动其停放的脚车。

5. 任意停放或违例停放的脚车将被锁起。

   a. 会员需支付$21.80的行政费，而且该费用将自动记入该会员的账户以便释放脚车锁。若脚车属于来宾，那么该行政费将会记入签入该来宾的会员的账户。

6. 会员若想将脚车隔夜停放在本会，需先前取得批注，而且隔夜停放空间依先到先得为准。

7. 隔夜脚车停放空间位于体育中心地下一楼停车场。

8. 本会将针对会员停放的每一台自行车，向其提前收取每月$8.72 的隔夜停放费用。自行车隔夜停放费用将按每月计算，并且不会因部分的月份未使用而进行退款。这条文也适用于那些欲在本会隔夜停放其电动自行车或个人移动配备的员。

9. 成功申请到隔夜停放的会员将被给予指定的停放空间以及标签贴纸。仅有贴上本会标签贴纸的自行车、电动自行车或个人移动配备才可在指定停放空间停放。自行车停放在本会的隔夜停放空间时必须贴上本会给予的标签贴纸。若需替换任何遗失/损坏标签贴纸，会员则需支付$5.45的替换费用。

10. 脚车标签属于本会的产物，而会员需对派发给他们的标签负责。该标签不可转移。任何滥用标签的会员将受到纪律处分。

11. 严禁在本会停车场或本会设施清洗或维修脚车。

12. 若停放在本会停车场或本会场所的脚车遭偷窃、遗失或受损，理事会将不会为此承担任何责任。

**严禁事项**

13. 严禁在本会大楼和设施内（包括公共走廊、大厅、露台和泳池边）使用或骑乘脚车、电子脚车或任何个人移动装置。

14. 所有脚车、电子脚车或个人移动装置需停放在脚车停放处。

**豁免条款**

15. 若停放在本会场所的脚车、电子脚车或任何个人移动装置遭偷窃、损毁或破坏，会员将不可因此事项而向本会追讨任何赔偿，或要求本会负责。

**更衣室**

**一般**

1. 使用更衣室的人士切勿横行霸道、吵吵闹闹或行为举止妨碍他人。

2. 在沐浴室/蒸气浴室或更衣室内切勿随意吐痰、便溺或清理鼻腔或喉腔。

3. 切勿把湿漉泳衣泳裤或随身物放置长凳上；湿/漉个人随身物品不得存放储物柜或更衣室过夜；放过夜的任何个人随身物如被发现将会被拿走。

4. 切勿弄脏或弄污更衣室；衣著或鞋履肮脏者，不准进入/使用更衣室。

5. 吹风筒除了用来吹干头发之外，不得用在身体的其他任何部位；也不得用来吹干其他任何个人项目或随身物。

6. 提供的发胶、发油/发膏只可在指定的更衣室范围使用。

7. 切勿染发和洗衣或洗裤。

8. 年纪5岁以上的儿童不准进入异性的更衣室。

9. 严禁预留（霸用）浴室、蒸气浴设施以及/或者其他设施。

10. 切勿浪费水、电、厕所/盥洗室供应品。

11. 使用更衣室者，应把设施保持干净。

12. 切勿把任何贵重物品存放储物柜，或把随身物品随意乱放，不加看管；个人随身物如有任何遗失或损毁，本会恕不负责。

13. 本会更衣室储物柜的供应是以先到先得为原则；钥匙须向浴巾柜台索取。

14. 会员以及/或者他们的来宾存放储物柜的个人随身物如有任何遗失或损毁，管理层恕不负责。

15. 会员必须对储物柜的任何损毁以及储物柜钥匙的遗失/不退还负起赔偿或支付损失之责任；储物柜损毁赔额的多寡将由本会决定；储物柜钥匙遗失的赔额则是$32.70。

16. 储物柜租费规定如下：

| | |
|---|---|
| 日用 | - 免费使用 |
| (小型)储物柜月租 | - $10.90 每个 |
| (大型)储物柜月租 | - $21.80 每个 |

17. 会员必须支付$32.70 的新锁头更换费,如果
(a)租用储物柜不到1年
(b)没有交还日用储物柜锁匙

会员必须支付$32.70 的象征性费用,如果
(a)更换或转让储物柜的租用
(b)储物柜如果停租不到1年就提出新的申请

18. 浴巾应要求每发出一条将向会员（包括会员的来宾）收费$0.65，记入会员的户头。若浴巾遗失/受损或未归还，本会将为每一条浴巾向会员收取$21.80 的费用。费用将记入会员的账户内。

19. 值勤人员或负责员工有权请求任何违反上述附则以及/或者在更衣室惹事生非者离开会址；如有这个必要的话，会员/来宾将受到纪律行动处分。

20. 会员应把他们所有的个人随身物存放在（本会）提供的储物柜。悬挂或不加看管的任何个人随身物将被拿走。

21. 被发现蓄意弄脏更衣室或是浪费水源、电力和厕所用品的会员，本会将会对其收取$109的行政费用。

22. 会员将为其所造成的损坏进行赔偿或承担维修费用。最终的赔偿或维修费金额将由理事会决定。

**男童更衣室**

23. 只限5岁或以下的男童可以使用男童更衣室。

24. 成人男性不准使用男童更衣室的设施。

25. 家长和男童的帮佣可进入男童更衣室帮忙他们。

**女童更衣室**

26. 只限年纪5岁或以下的女童可以使用女童更衣室。

27. 成年女性不准利用女童更衣室的设施。

28. 年幼女童的母亲和女护理可以进入女童更衣室帮忙她们。

29. 男性不准进入女童更衣室。

## 漩水浴池

### 一般

1. 会员可以免费使用漩水浴池。

2. 使用漩水浴池，将以先到先用为原则。为了健康理由，会员使用漩水浴池应有所限制，最好不得超过20分钟。

3. 严禁在漩水浴池吸烟。

4. 在漩水浴池内或周围不准饮食。

5. 12岁以下儿童不准使用漩水浴池。

6. 凡有伤口感染/传染病或皮肤病者，不可使用漩水浴池。

7. 会员必须行为正派、端庄得体，不得存心捣蛋以致令人反感。

8. 会员、他们的配偶、子女和来宾，在使用漩水浴池之前，最好先请示医生，以策安全。

9. 会员、他们的配偶、子女和来宾应先淋浴和使用洗脚盆，然后才下浴池。

### 开放时间

10. 漩水浴池的开放时间应为：

    星期一至星期日和公共假日 ： 上午7时到晚上9时

11. 理事会有权可以随时决定把漩水浴池暂停开放以供修理或例常清洗或维修；惟会员将获得足够通知，通告内将列明漩水浴池暂停开放的时间。

### 衣著

12. 在漩水浴池，不准穿鞋袜和穿衣裤；只有穿上适当泳装者，才准下池。

## 游戏机室

### 一般

1. 仅有会员才可被允许进入和使用游戏机室。进入该设施时，会员需记录下姓名、会籍号码和入场时间。凡未记录的会员不准进入游戏机室。

2. 严禁年龄21岁以下的任何人士进入游戏机室。管理层有权要求任何企图进入果子机室的人士出示令人满意证件以证明他或她的年龄。

3. 严禁在游戏机室照相、拍摄电影或使用任何机件捕捉或记录任何一切静止或活动的影像。

4. 管理层可随时暂停游戏机室的运作而不必说明任何理由。

5. 轻按游戏机按钮并放开。不可捶击、敲打、摇晃或猛烈撞击游戏机。

6. 任何人士如果被发现不必要地对游戏机动粗，获授权的本会员工或保安经理有权请他们离开游戏机室。

7. 所有游戏机的奖金赔偿金额将按游戏机玻璃银幕所显示的金额赔偿。任何超出或异常的赔款额都应属于本会的。中彩者只可获得游戏机上所显示的奖金金额。

8. 会员每次只可占用一架游戏机。

9. 游戏机不准保留专用；惟在玩游戏机时可以暂停最多15分钟，如果暂停是为了：

   (a) 到本会洗手间去办事。

   (b) 游戏机若闲置空转超过15分钟,将被当作放弃不玩论,然则本会就有权把机内存币移走。

10. 仅可使用新加坡纸钞。

11. 本会有权随时关闭任何一架游戏机而不必说明任何理由。

12. 会员在玩游戏机时必须时时把他们的会员证插入游戏机提供的狭槽内。

13. 游戏机奖金的领取方式为现金。金额可高达$20,000。若超出

最高金额，剩余的奖金将以支票方式支付。获奖者可在三个工作日内收到支票。

14. 少年会员/少年定期会员不准进入游戏机室。

15. 不准把外来食品和含酒精饮料带进游戏机室吃喝。

16. 游戏机室内提供的免费饮食乃只供应给玩游戏机的会员；这些饮食只可在游戏机室内享用，不得带出室外。

17. 不准以支票向游戏机室财政柜台交换现款。

18. 会员切勿把他们的贵重物品随便乱放,不加看管;管理层恕不对任何遗失负责。

19. 万一游戏机/系统发生故障，管理层保留彻底调查的权利，包括取消所有的赔出额。

20. 从2018年5月1日起，本会将会实施自己的赌场禁门令。此赌场禁门令将由新加坡全国预防嗜赌理事会（National Council on Problem Gambling,NCPG）协助实行。此赌场禁门令将会禁止遭禁门的会员进入所有拥有警察执照及监管局(Police Licensing Regulatory Department, PLRD)的准证的游戏机房。

21. 从2018年5月1日起，本会需向所有欲进入游戏机房的会员索取书面同意，以便向NCPG确认该会员是否参与本会的赌场禁门令计划以及/或是NCPG的赌场禁门令计划。有了该书面同意，本会也将能够向NCPG获取有关该名欲进入游戏机房的会员的资料。

22. 本会将不会允许以下几的几种会进入游戏机房，在游戏机房内逗留或是在游戏机房内赌博：
    i. 如上述的第20条信息所述，参加了赌场禁门令的会员
    ii. 参加了NCPG赌场禁门令的会员；或
    iii. 不同意让本会进行上述第21条信息所述的查证过程的会员。

## 开放时间

23. 游戏机室的开放时间为：

    星期一至星期日（包括公共假日和公共假日前夕）：
    上午10时至晚上11时

## 衣著

24. 衣著湿漉或穿着泳装，不准进入游戏机室。

25. 男仕们穿背心汗衫或T恤，不准进入游戏机室。

## 多功能活动室

### 一般

1. 多功能活动室的用途，将优先分配给进行中的活动（也就是烹饪工作坊、中国水墨画、书法）。当进行中的活动没有用到之时，多功能活动室便可以先到先得原则开放让本会举办以及/或者批准的活动/赛项/集会订用。

2. 本会举办的所有活动和赛项必须由本会的职员监督以及/或者主持；在活动和赛项持续期间，他必须时时在场。

3. 严禁任何未经批准就使用多功能活动室的作法，凡滥用多功能活动室者，将受到纪律行动制裁。

4. 除了获得相关委员会的批准之外，外来的已煮熟食物不准带来多功能活动室。

5. 会员和来宾必须遵守多功能活动室的所有安全条规。

6. 多功能活动室的烹饪和相关配备，诸如：对流恒温炉、微波炉和雪柜乃只供本会聘请的经批准之烹饪指导员/人员使用。如未经负责这些活动的委员会之批准，会员和来宾最好不要胡乱摆弄电器装置以及/或者利用多功能活动室的配备。凡会员违反条规将受到纪律行动制裁。

7. 会员和来宾不得拿走多功能活动室的任何公物。

### 衣著

8. 会员和来宾必须衣著适当，最好配合各自委员会所举办的活动/赛项之类别。

### 行为举止

9. 在多功能活动室内，会员和来宾的行为举止必须时时端庄有礼。

## 租赁

10. 当本会举办的活动/赛项/集会没有用到之时，多功能活动室将公开出租，通行的租费率必须获得管理层的批准。

11. 管理层有权拒绝在多功能活动室举行任何被认为不适当、有伤风化或不符合本会高尚形象和宗旨的活动。

12. 多功能活动室的出租，必须受到本会特定条规的约束。

13. 装饰室内必须获得事先批准。多功能活动室的墙壁、地板和天花板绝对不准使用铁钉、螺丝钉和其他固定粘合剂。

14. 对室内和其家私/配备的任何损毁或出租持续期间的活动引起的任何失落道具，应由有关的会员或主办人承担；在这种情况下，本会对损毁成本的决定应是最后的，不得提出异议。

15. 对由于以下列出的原因而导致的损毁，本会恕不负责赔偿：

    a. 重要服务（诸如水电等等）的中断供应。

    b. 意外或火患。

    c. 天灾。

    d. 任何非中华游泳会所能控制的原因导致拟议中集会的延迟、停止、骚扰或取消。

    e. 任何参加集会人士的任何个人受伤或个人财物损失。

16. 凡参加本会会址范围内之任何集会的任何人士都必须遵守本会的附则。

## 阅读兼影视室

### 一般

1. 不可在阅读兼影视室内进行除了阅读和观看电视节目以外的活动。

2. 本会有权请求任何违反本附则条文的会员离开阅读兼影视室。

3. 理事会有权更改附则条文，恕不预先通知。

## 开放时间

4. 阅读兼影视室的开放时间为：

（a）阅读室
星期一至星期日：上午9时至晚上7时

（b）影视室
星期一至星期日：晚上7时至晚上11时

## 入场

5. 阅读兼影视室乃专供主会员、定期会员、配偶会员、配偶定期会员、体育会员、少年会员和少年定期会员使用的。

6. 年龄12岁以下的儿童必须由一位成人会员陪伴。

## 衣著守则

7. 下列不宜:

a）湿漉衣着和泳装；

b）赤脚、凉鞋、木屐、底部有铁钉或尖钉的鞋子或钉鞋；

c）任何不得体或令人反感的奇装异服。

## 其他

8. 阅读兼影视室内不准饮食和抽烟。

9. 不准使用手机；所有手机和传呼机都应置于无声状态。

10. 阅读兼影视室内不准使用个人收音机/手提DVD播映机/CD播映机以及/或者演奏会干扰他人的乐器。

11. 不准从阅读兼影视室内把本会的任何公物搬走。

12. 会员不应把他们的个人随身物随意放在阅读兼影视室内不加看管；阅读兼影视室内的任何个人随身物如有任何遗失，本会恕不负责。

13. 不准从任何电插座窃取电源。

14. 会员不得随意搬动或肆意毁坏阅读兼影视室内的本会家具。

15. 不准把个人的脚搁在阅读兼影视室内提供的座位以及/或者桌子上。

16. 不准在阅读兼影视室内睡觉或举办私人补习课。

17. 不得霸占阅读兼影视室内的座位或玩游戏。

18. 凡会员不是利用阅读兼影视室供做其规定的目的或者在室内惹是生非，本会有权把他驱逐。

19. 凡会员肆意毁坏阅读兼影视室内的本会公物以及/或者藐视任何附则条文，都应受到纪律行动处罚并赔偿损失。

20. 会员每人最多只许使用电视机遥控开关（遥控器）2个小时。

## 租用家具/手提音响系统

### 一般

1. 活动预定将提供基本家具如下：

| 列号 | 活动 | 家具提供 |
|---|---|---|
| 1. | 有自助餐的预定 | - 有边缘围裙的长桌以供排列自助餐食物 |
| 2. | 非自助餐晚宴的预定 | - 附有餐桌用布的圆桌<br>- 有全套餐具的宴会椅子 |

2. 家具的租用，是受到本会规定的条文细则所约束。

3. 理事会有权更改临时细则条文，恕不预先通知。

4. 本会举办的活动/比赛/聚会将享有使用家具的优先权。

## 租费

### 家具

5. 收费率如下：

| 列号 | 项目 | 每件租费 |
|---|---|---|
| 1. | 圆桌（可坐满10人） | $3.27 |
| 2. | 长桌（60” x 30”） | $2.18 |
| 3. | 宴会椅子 | $1.64 |
| 4. | 鸡尾酒桌 | $8.18 |
| 5. | 高脚凳 | $5.45 |
| 6. | 圆桌餐具用布 | $7.63 |
| 7. | 没有边缘围裙的长桌用布 | $5.45 |
| 8. | 附有边缘围裙的长桌用布 | $10.90 |
| 9. | 宴会椅套 | $2.73 |
| 10. | 鸡尾酒桌用布 | $8.18 |
| 11. | 放映机和屏幕 | $190.75 |

### 手提音响系统

6. 租用手提音响系统的起码时段应为4个小时，过后延长以每小时计算。

7. 收费率如下：

| | |
|---|---|
| 4小时 | $218.00 |
| 过后每小时 | $54.50 |

### 取消

8. 所有的取消通知必须以书面并在预定日期的至少15个工作日之前提出。

9. 在预定日期之前的8至14个工作日之前作出取消预定，应缴付总预定费的50%。

10. 在预定日期的7天或不到7天取消预定或没有到场，总预定费的100%应照付不误。

## 其他

11. 所有器材依旧属本会财产。

12. 一旦接受了器材，你将被当作已同意所有器材完好无损。
13. 器材应随时由1位合格人士操作。

14. 在租用期间，器材若有任何损坏，应由相关会员承责。本会对损坏费用的决定将是最后的，不得提出异议。

15. 万一发生器材损毁不能用，我们只负责赔偿更换适当家具/手提音响系统的费用。

16. 若由于下列原因以及哪些类似原因而发生损坏，本会恕不负责赔偿：

    a) 电流中断

    b) 意外或火患

    c) 天灾

    d) 任何非中华游泳会所能控制的原因而导致拖延、停止或取消器材已确定租用。

    e) 参加活动的任何人士若有任何个人损伤或个人随身物损失。

## 锦鲤鱼塘

## 一般

1. 不准喂养锦鲤鱼塘内的鱼。

2. 不准在锦鲤鱼塘随地吐痰和乱丢垃圾。

3. 不准把鱼或任何一种海底/水底生物放进锦鲤鱼塘。

4. 任何意外掉进锦鲤鱼塘而招致的个人随身物损失/损毁和受伤的任何索赔,本会一概不负责。

## Network Loft（互联阁楼）- 协作空间

### 一般

1. 理事会有权在未发出提前通知的情况下修改暂定的附则条文。
2. 协作空间设施的预订仅限于普通会员、终生会员、企业会员、准会员和定期会员。
3. 协作空间仅开放给年纪16岁及以上的会员和注册用户。
4. 私人办事处使用权和每月无限公用办公桌使用权将按每个月收费。若会员于首个月的15号之后开始使用上述设施，那么收费将按比例减少50%。
5. 租户需履行理事会所定下的最低使用次数。

### 预订/开放时段

6. 设施的开放时段如下:

| | | |
|---|---|---|
| 营运时间 | 星期一至星期五 | 上午8时至晚上10时 |
| | 星期六、星期日和公共假日 | 上午8时至晚上7时 |
| 员工值班时间 | 星期一至星期六（不包含公共假日） | 上午9时至傍晚6时 |

7. 公用办公桌和会议室在员工值班时间的预订时长为至少1小时且无法进行比一小时更少的预订。预订以先到先得为准。
8. 会员可亲自前往协作空间接待处或拨电该接待处进行预订。会员也可选择使用本会所推出的预订系统进行预订。预订时，该会员需提供其账户编号。本会不允许其他人代表会员进行预订。
9. 会员可在最多7天前提前预订日用会议室和公用办公桌。
10. 会员若在预订日期前一天的中午12时前没有取消已确定的预订，本会将会自动向该会员收取预订费用。
11. 所有预订将不可转让。若会员允许他人使用他/她的会员卡使用设施，本会将会在无退款的情况下立即取消该会员的预订，且该会员需要面对纪律处分。

12. 当该设施将用于举办私人活动，管理层将有权在给予会员提前通知的情况下修改该设施的营运时间

## 举止行为

13. 所有用户的举止行为不可违反本会的附则条文。

14. 严禁赌博活动。

15. 所有用户需确保预订和公用空间保持干净和整洁。

16. 用户仅能够在茶水间和私人办公室食用食物。管理层有权禁止会员在设施内食用拥有浓烈气味的食物。

17. 用户可在私人办公室、会议室、电话亭和接待处使用手机。

18. 本会有权要求任何行为不当或是违反此处提到的任何附则条文的会员离开协作空间。此会员将可能受到纪律处分。

## 穿着

19. 穿上下列穿着的会员将被禁止进入设施:
    a) 潮湿、多汗、发臭及/或肮脏的衣服、汗衫、干或潮湿的游泳衣物、游泳毛巾/长袍

    b) 赤脚、拖鞋或带有钉子、防滑钉和铁钉的鞋子

    c) 任何令人不愉快或含冒犯性的穿着

## 来宾

20. 在临时安排的情况中，每个私人办公空间进能够容纳最多两名未登记的来宾。

21. 来宾不可使用公用办公桌.

22. 会员需时刻陪伴着他们的来宾。会员需为他们的来宾的行为举止负责。

## 经理/职员的权利

23. 本会职员有权执行理事会决定的附则条文和任何其他条例。

## 赔偿

24. 会员不可在无人看管的情况下随处放置他们的随身物件。本会将不会为任何因无人看管而遗失的财物负责。

## 禁止物品

25. 除非已先前取得批准，否则用户不可携带外带食物进入协作空间。

26. 除非在本会所批准的活动上，否则本会严禁用户在协作空间内引用含酒精饮料。

27. 本会不允许用户携带任何将形成阻碍或是造成安全问题的物品进入协作空间。

28. 若用户欲使用任何器材及/或延伸电源插座则需提前取得批准。

29. 用户不可在协作空间的墙壁、地板、玻璃墙/玻璃门、地毯和天花板上钉上钉子、螺丝及使用其他固定黏合物。

## 活动租借

30. 在未被使用的情况下，本会将开放协作空间的开放区域供会员租借。租借费用将由本会管理层决定。

31. 管理层有权拒绝任何其视为不适当、不利、不得体或不符合本会形象与宗旨的活动。.

32. 协作空间的租借使用受制于本会所设的条款。

33. 会员私人预订活动所需的餐饮需向本会的餐饮供应部预订。本会不允许会员订购外卖餐饮服务。

34. 在点缀协作空间前，会员需向本会寻求批准。
35. 若在租借期间，该活动导致了设施及其家俱/器材受损或本会

产业和器材遗失，该会员或主办者需为此损失负责。在此情况下，本会将有权决定最终的赔偿金额。

36. 若下列情况或类似于下列情况的情况发生，本会将不会为这类情况所造成的损失负责:
   a) 重要服务（例如水电供应等）供应的干扰
   b) 意外或火灾
   c) 天然灾害
   d) 本会控制以外的任何因素导致了活动延误、活动停止举办、活动受到干扰或已确定或提议举办的活动需取消。
   e) 参加活动的参与者蒙受的任何个人损伤或个人财物丢失

37. 任何参加于本会会所内举办的任何活动的人士需遵守本会的附则条文。

## “乐”游戏室 – 儿童游戏室

### 一般

1. “乐”游戏室（特此称之为游戏室）不允许除儿童玩乐与看护以外的其他活动。

2. 若任何一名会员违反于此所述的任何一则附则条文，本会有权要求其离开游戏室。若任何一名会员（儿童或成人）在游戏室内持续展现出不可接受的举止，本会管理层与执勤人员有权要求该会员离开或是拒绝该会员进入游戏室。

3. 若任何一名会员蓄意破坏游戏室内的本会所有物，其将遭受纪律处分。

4. 儿童会员需爱惜游戏室内的游戏器材以及书籍。若有任何损，孩子的家长将承担维修或替换物品所需的费用。

5. 理事会与常务委员会有权在无先前通知的情况下修改临时附则条文。

## 营运时间

6. 游戏室营运时间如下：

星期二至星期日与公共假日：上午9时至晚上9时
星期一*　　：关闭

*游戏室将于星期一关闭以进行清洁与维修。若公共假日恰巧是星期一，清洁工作则将在次日进行。

## 入场

7. 游戏室仅供主会员、定期会员、配偶会员、配偶定期会员、青年会员、青年定期会员以及企业会员的孩子和提名人使用。

8. 7岁及以上的儿童不可使用游戏室。

9. 所有儿童需由一名成人会员陪同，而该成人会员需时时监督与管教该儿童。陪同的成人需为该儿童的行为负责。

10. 女佣仅被允许伴随儿童进出游戏室和尿布更换室。

11. 仅有进行哺乳的母亲才可使用哺乳室。

12. 父亲可进出尿布更换室。

## 着装要求

13. 禁止下列着装者进入游戏室：

a. 湿衣服和泳装；
b. 任何会引起异议或冒犯他人的衣物；

14. 会员（成人与儿童）需脱下鞋子并将鞋子摆放在鞋架上才可进入游乐区。

15. 在游乐区时需时时穿着袜子。

## 其他

16. 游戏室一次过可容纳最多12人（成人与小孩）。

17. 一名儿童最多仅能由一名成人陪伴。

18. 使用者最多可在游戏室内待上两（2）个小时。

19. 不可将食物和饮料带入游戏室（白开水除外）。游戏室也禁止吸烟。

20. 禁止在游戏室内睡觉或休息。

21. 会员可在游戏室内使用手机，但是不可对其他会员造成干扰。所有手机在游戏室内应转为静音模式。

22. 游戏室内的所有物品归本会所有，而会员不可将物品私自带走。

23. 会员们不应将私人物品放在游戏室内并无人看管。本会将不对在游戏室内所发生的任何财务遗失或个人损伤负责。

24. 会员切记不可自行移动或搬走游戏室内的家具。

25. 不可自行预留游戏室内的座位或游乐区域。

26. 会员切记将游戏室维持整洁的状态，并在使用完玩具后将其放回架子上。

27. 若任何一名会员有身体不适的症状（例如咳嗽、感冒、手足口症等），本会管理层有权拒绝该会员进入游戏室。

28. 本会管理层有权在不可预知的情况下关闭游戏室。本会也将会在游戏室关闭前张贴通知，告知所有会员。

所有的价钱都含9%消费税，除了游戏机奖金的领取方式。

## 附则条文

### 通则

1. Stellar Grand 是个多功能活动设施并可用于进行各项体育活动、文娱活动、社交活动和宴会。这些活动均需按这些附则条文或理事会不时决定增加的额外规定举行。

2. 理事会有权按照其自行决定分配、指定或安排 Stellar Grand 的优先使用权，而其中就包括但不限于体育活动预订、文娱活动和本会所批准的社交活动。

3. 年龄不满12岁的儿童在使用该设施时，进行设施预订的会员需陪同和直接及持续监视其儿童。会员需时刻监视他们的他们的孩子并为他们的安全和行为举止负责。

4. 使用者在使用 Stellar Grand 时需自我承担所有风险。至法律所允许的最大限度，无论此意外是因疏忽或其他原因，本会、管理层、其员工和代理将不会为因在使用设施的过程中或因使用设施而引起的伤害、损失、损伤或死亡负责。会员将为此负起全责且不可要求本会赔偿因他们或他们的来宾使用设施而遭受的损失、伤害、成本和开销。

5. 会员需为对 Stellar Grand 所造成的任何损坏负责，而其中就包括其地板、设备和家居用品。维修或替换费用将由本会管理层所决定且不可有任何异议。

6. 使用者不允许在 Stellar Grand内饮食除非是在本会所批准的宴会或社交活动上。

7. 除非拥有管理层的先前批准，否则不可在 Stellar Grand 内举办任何有组织的活动、授课、指导活动或商业活动。

8. 本会管理层有权在任何时间段（包括在合理的情况下撤销现有预订）使用或预订 Stellar Grand以进行任何本会所批准的活动、社交活动或维修活动。

9. 本会将通过本会的布告板或其他官方通讯渠道发布有关设施预订或关闭的通知。

10. 管理层有权要求那些违反附则条文的使用则停止使用设施或是禁止他们进入设施。

## 设施预订/使用

11. Stellar Grand可预订以用于进行体育活动。预订需为至少一（1）小时且需介于上午7时至晚上10时之间，或本会不时决定的时档。预订将取决于设施空挡和任何已安排的活动。

12. 使用者可通过本会批准的预订渠道进行预订。预订设施的会员在预订时档期间需在场。

13. 严禁转让所有设施预订。

14. 会员可最早提前七(7)天预订设施，除非管理层另行决定。

15. 管理层有权限制预订时间、预订次数和高峰时段的使用以便确保所有会员均可获得使用权以及确保设施的妥当管理。

16. 会员在使用设施前需为所有使用者进行登记（包括来宾）。若没进行登记，本会有权取消预订或在无退款的情况下终止预订。

17. 若进行预订的会员在预订时档开始的10分钟内未到场，该预订可能会在本会未给予先前通知的情况下被取消且由本会决定如何重新分配。

18. 本会有权在不给予先前通知的情况下不时调整预订政策、费用和使用条款。

19. 若发生电力故障或设施无法正常使用，本会将决定如何重新安排所有设施预订。本会将不会为此提供任何退款。

20. 若会员无法提前一（1）天取消预订，会员可能需支付全额预订费用。

## 穿着与设施使用

21. 会员和来宾在参加各项活动时需穿着妥当。

22. 该设施仅允许使用无痕运动鞋。

23. 禁止赤脚或穿着不适当的鞋子使用设施。

24. 若使用者的穿着不当或其展示不妥或不安全的行为，本会有权禁止他们进入设施或终止设施的使用。

25. 多用途体育/表面保护 Stellar Grand 配备了专业的运动地板，而且中国就包括了LED地板系统。为了确保设施的妥当使用和保护，所有使用者需遵守本会不时所列出的使用准则。给予操作或安全考量，本会有权限制或修改使用方针。

**来宾政策**

26. 按照本会附则条文规定，每名主会员、定期会员、提名会员、配偶会员、配偶定期会员、青年会员或青年定期会员（该会员在过了生日后需至少15岁）可同时邀请多大五(5)名来宾进入本会。除非理事会另行批准，否则来宾每星期仅能够使用本会体育设施一次。

27. 会员需时时在场且需为其来宾的行为举止以及他们所造成的损坏或损失负责。

28. 除非本会另行批准，否则所有来宾在使用设施前需前往本会的接待处登记且支付相应的来宾费用。

**设施租用以用于举办活动**

29. Stellar Grand 可被租用以举办私人活动、社交活动或其他活动。租用将按现行价格收费且需获得管理层的批准。

30. 管理层有权拒绝任何被视为不妥、不安全或不符合本会宗旨的预订。

31. 所有活动的举办需遵守本会的营运、安全与设施使用准则。

32. 除非获得本会的书面批准，否则活动的餐饮安排均需来自本会。

33. 若要进行任何装饰或活动设置则需先前获得本会的批准。

34. 会员或活动主办方需为该活动引起的任何损坏或损失负全责且不可向本会追究任何责任。本会对此损坏所定下的价格将为最终价格。

35. 本会将不为其控制范围以外的干扰负责，包括但不限于：
a. 公用设施故障（例如水电）
b. 失火或意外
c. 自然灾害
d. 任何导致延误或取消的不可预见情况
e. 个人伤害或财物遗失
且将不会为任何后果性损失、取消费用或损失负责 。

36. 所有出席于本会场所内举办的活动的人士需遵守本会的附则条文。

**合规性与修改**

37. 所有使用者需时时遵守本会员工所给予的指示。

38. 本会有权在不给予先前通知的情况下随时修改这些附则条文。