



RIVERSIDE SPORTS & RECREATION CLUB

CLUB AVENUE, MAYUR VIHAR PHASE- 1 EXTENSION, DELHI-110091

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RULES GOVERNING DAY-TO DAY OPERATIONS

The following rules are intended to ensure smooth and efficient functioning of the Club and enable the Members and their dependents to avail of the facilities offered to the best of their satisfaction.

1. GENERAL

- (i) All Members are expected to be polite and decent in their interaction with all other members and staff of the Club.**
- (ii) Members shall not deal with the staff directly and complaints, if any, shall be made to the Security Supervisor/Manager/Secretary General of the Club.**
- (iii) The following are expressly forbidden:**
 - (a) Club contractors/employee being sent on private errands**
 - (b) Use of abusive language by members or Staff.**
 - (c) Tipping of Employees.**
 - (d) Brining servants or pets to the Club**
 - (e) Putting up private notices in the Club Notice Board without prior permission of the Club authorities or using the Club premises to pursue personal or professional interests or other activities prejudicial to the interests of the Club.**
 - (f) Bringing of liquor/eatables from outside for consumption in the Club.**
 - (g) Brining of fire arms/personal security guards to the Club.**
 - (h) Consumption of liquor at places other than those where it is specifically permitted.**
 - (i) Smoking in Non-smoking zones.**
- (iv) The Members/dependents/guests will be charged the full value for any breakage, accidental or otherwise, of the Club property. If, in the opinion of the Managing Committee, the breakage was willful, up to six times the value may be charged.**
- (v) The Club is not liable for any loss, damage or injury whatsoever caused, suffered or sustained by any person, adult or minor, within or on the premises of the Club including the swimming pool.**
- (vi) A notice or any other matter proposal to be put up by a member on the Club Notice Board, must be sent to the Secretary General/Manager, duly signed by the Member in advance and prior permission in writing and under the seal of the Secretary General/Manager should be obtained for display. Notices of a commercial on a separate Notice Board. A Notice will not be left on the Board for more than two days. Only Members can avail of the facility of exhibiting notices on the Club notice board and that too with prior permission of the Management.**

- (vii) The Club will not be responsible for any payments made in cash unless such payments are made to the authorized official and receipts obtained.**
- (viii) Complaints and suggestions should, ordinarily, be made in the complaint register kept for the purpose at the Reception.**
- (ix) No articles of the Club furniture, crockery, cooking utensils etc. or equipment is to be lent to any member or removed from the Club.**

2. DRESS CODE

- (i) Members, dependents and guests are expected to be dressed properly and appropriately as per the generally accepted standards in order to maintain the dignity, decorum and sanctity of the Club. However, Members, Dependents and guests sporting the following dress will not be permitted entry to the Club.**
- (ii) Bathroom Slippers**
- (iii) Tee Shirts with obscene slogans.**
- (iv) Swimming gear except in the pool.**
- (v) Shorts**

3. ENTRY REGULATIONS

- (i) Members and their dependents are allowed entry on the basis of the Identity Cards issued to them. Hence, they are required to have the Cards with them whenever they visit the Club and show them to the Club authorities on demand.**
- (ii) Members who are in default of payment of subscription or any other dues to the Club may be barred entry into the Club until the dues are cleared even if they show their Identity Cards. The dependents of such defaulting Members will also not be allowed entry until the dues are cleared.**

4. GUESTS

- (i) Members are normally allowed to bring not more than two guests at a time. However, any member wishing to entertain more than two guests he/she should seek prior permission from the management which will provide the same, subject to availability of space and ensure proper reservation is made in the Bar or the Restaurant as the case may be.**
- (ii) Dependents are not allowed to bring any guests.**

- (iii) Guests will be permitted only when they are accompanied by their host Members and on the host-member remitting in cash the guest charge, prescribed by the Managing Committee, at the Reception.**
- (iv) Members should record the particulars of their guests in the guest register kept for the purpose at the Reception.**
- (vi) Members will be responsible for the conduct of their guests. The Club Reserves the right to impose a fine@ Rs.100/- (which amount may be revised by the Managing Committee from time to time) on members for any misconduct/misbehavior of their guests and ask the guests to leave the Club premises. Persistent misconduct will invite disciplinary action against the Member concerned.**
- (vii) Guests are allowed entry to the Restaurant and the Bar Room only. They are not allowed to avail of any other facilities of the Club.**

5. GUEST ROOMS

- (i) The Club has four guestrooms which may be booked by members on payment of a Security Deposit at the rate prescribed by the Managing Committee from time to time and giving an undertaking to settle the Bills of his/her guest toward the room charge at the rate fixed by the Managing Committee, along with taxed if any and cost of food, beverages etc.**
- (ii) The Security Deposit will be adjusted against any breakage of Club property and/or any unsettled Bills of the concerned guest.**
- (iii) The rooms will be booked for not more than three days initially and the period may be extended subject to availability, provided however that the total duration of stay does not exceed 7 days.**
- (iv) Application for booking should be made in the prescribed format available with the receptionist.**
- (v) In case of cancellation of bookings, only 75% of the amount paid at the time of booking will be refunded provided the cancellation advice is received in writing by the Club authorities at least three days in advance of the date for which the rooms are booked. In case of cancellation at shorter notice than three days but up to one day in advance, 50% will be refunded and cancellation thereafter will entail forfeiture of the entire booking amount.**
- (vi) The Check-out time will be 12 Noon.**
- (viii) The guestroom occupants are allowed to avail of the Restaurant and Bar Room services without any entry charges. Of the other facilities in the Club they can avail of Yoga and swimming pool only but on payment of additional charges as prescribed by the Managing Committee from time to time.**
- (ix) There will be a caretaker in charge of guestrooms, who will be responsible for their upkeep and maintenance.**

- (x) Meals will be served in the rooms at rates specified by the MC.**
- (xi) Liquor will be served in rooms subject to excise rules as applicable.**
- (xii) No food/beverages are allowed to be brought in the guestrooms from outside.**
- (xiii) At the time of checking out the guestroom occupant shall clear all the Bills in cash.**
- (xiv) Members who have booked the rooms will be responsible for any loss or damage to the Club property caused by their guests staying in the guestrooms.**

6. BAR

- (i) Timings: As per excise rules.**
- (ii) All rated and brands of liquor served as well as the rates of snacks shall be as approved by the Managing Committee.**
- (iii) All sales shall be made against Bar order ticket signed by the Members and Bills made on the basis of these tickets will be cleared in Cash on the spot.**
- (iv) Serving of liquor shall be stopped 30 minutes before the closing time. This will be signaled by a call bell and during this period a max of two pegs shall be served to ensure that the bar counter is closed on time.**
- (v) Persons below 25 years shall not be served liquor.**
- (vi) Liquor will be served and consumed only in the Bar as per Excise rules and will be served to Members only.**

7. COMMUNITY HALL

- (i) Members may book the Community Hall for their use or on behalf of their guests for any function on payment in advance of the Hall Charge and Security Deposit prescribed by the Managing Committee.**
- (ii) Havans are not allowed inside the Hall**
- (iii) Conduct of all functions shall be restricted to the Community Hall only so as to ensure that the privacy and convenience of other Club Members are not affected and normal Club activities are not disturbed.**
- (iv) Use of loudspeakers during such functions is strictly prohibited.**
- (v) The Club may serve liquor during these functions only after obtaining bar extension permits as per excise rules. The cost of obtaining the permit and the licence fee will be borne by the member booking the Hall.**
- (vi) The catering for functions in the Community Hall will have to be entrusted to the Club Restaurant**
- (vii) The booking of the Community Hall should be done in the prescribed format available with the Receptionist.**

- (viii) In case of cancellation of the booking 75% of the amount paid at the time of booking will be refunded provided the cancellation advice in writing is received by the Club authorities at least three days in advance of the date for which the hall has been booked. In case of cancellation at shorter notice than three days but up to one day in advance, 50% will be refunded and cancellation thereafter will entail forfeiture of the entire booking amount.**
- (ix) Members booking the Hall should ensure that cleanliness is maintained and litter is not left behind or kept outside. Violation of this will entail punitive fine at the rate to be prescribed by the Managing Committee, which will be deducted from the Security Deposit.**