

(BYE - LAWS)

These Bye-Laws are the bye-laws for the time being of Glenmarie Golf & Country Club (“the Club”), a proprietary club, wholly owned and operated by **HORSEDALE DEVELOPMENT BERHAD** (hereinafter referred to as “the Company”) with a Board of Directors (hereinafter referred to as “the Board”) entrusted with the policies, management and operation of the Club which is located on various pieces of land situated in Mukim Damansara, District of Petaling, Selangor held and owned by the Company.

1. DEFINITION AND INTERPRETATION

“Board”	means the Board of Directors of the Company.
“Club”	means Glenmarie Golf & Country Club.
“Company”	means Horsedale Development Berhad and shall include its successors-in-title and persons deriving title thereunder.
“Management”	means management staff of the Company or such other body or person to whom the Company has delegated the management of the Club.
“Member”	means any person, whether individual or corporation, that has been granted a Licence and in the case of an Individual Member and a Corporate Member shall include his or its nominee.

In these Bye-Laws unless there is something in the subject or context in consistent herewith, the singular includes the plural, references to gender include both the feminine and neuter gender and words importing persons include corporations and include their respective successors in title, permitted assigns and personal representatives.

2. CLUB HOUSE

- 2.1 The Management may at any time and from time to time by notice whether generally or for a particular occasion alter or vary the opening hours of, or otherwise close, the Clubhouse or any of the facilities of the Club.
- 2.2 Subject to 2.1 the Clubhouse shall be open daily at such hours as may be determined by the Management from time to time. Notice of the opening hours of the Clubhouse or any of the facilities of the Club shall be posted at a conspicuous part of the Clubhouse.
- 2.3 Members and their guests shall at all times conduct themselves with decorum and observe courtesy and rules of etiquette while in the Club premises, and use the appropriate attire prescribed by the Bye-Laws hereof and abide by the instructions as posted when using the facilities and amenities of the Club. Members behaving in a disorderly manner and/or disturbing the peace may be asked to leave the Club premises.
- 2.4 All Members and their guests using the Club premises shall at all times comply with and abide by the Bye-Laws of the Club.
- 2.5 The Club reserves the right to refuse entry to any Member or guest whose attire, or general appearance is such as will bring the Club into disrepute.
- 2.6 All guests to the Club premises shall be signed in by Club members.
- 2.7 Play of musical equipment and/or instruments within the Club premises including radio cassette players by persons other than those authorised by the Management is prohibited.
- 2.8 Persons in bathing attire are prohibited from entering any area other than the Swimming Pool and its surroundings and the Changing Rooms in the Recreation Centre.

- 2.9 Members are not permitted to walk around barefooted anywhere in the Club premises, except around the Swimming Pool area and the Changing Rooms.
- 2.10 Unless introduced as guests, servants and/or domestic helpers are not permitted to enter the Club premises.
- 2.11 Except as otherwise provided in these Bye-Laws, no gambling and/or gaming of any nature shall be allowed in the Club premises.
- 2.12 Animals or pets are not allowed in the Club premises.
- 2.13 No employee of the Club shall be asked by a Member to perform any work or to run errands.
- 2.14 Save for the use of the Changing Rooms for the purpose, clothing changes in any other area of the Club premises is prohibited.

3. MEMBERSHIP CARDS

- 3.1 Every Member will be issued a membership card and at his written request, his spouse and children between the ages of twelve (12) and seventeen (17) years will each be issued a membership card subject to payment of a fee to be specified by the Management.
- 3.2 All persons who have been issued membership cards shall carry their membership cards whilst in the Club premises and shall produce their membership cards when requested to do so by any authorised personnel of the Company.
- 3.3 Membership cards are the property of the Company and shall be returned to the Company upon the termination or sale / transfer of a Member's Licence.

- 3.4 Members shall not lend or give their membership cards to any person for any reason whatsoever.
- 3.5 If a Member loses his membership card, he will report such loss to the Management immediately where upon such report, a new card will be issued at a fee to be specified by the Management.
- 3.6 A Member shall acknowledge receipt of food, beverage, merchandise and service purchased and rendered by presenting his membership card and signing a charge ticket bearing his full name and membership number. Cash payment to any employee of the Company is prohibited unless otherwise authorised by the Management.

4. CHILDREN

- 4.1 The Management will not be responsible for any missing child or death or injury caused to or suffered by any child in the Club.
- 4.2 Children are required to behave in an orderly manner while in the Club premises. A child who causes disturbance or annoyance to other users of the Club may be asked to leave the Club premises.
- 4.3 Parents will be directly responsible for their children and will have to answer for their children's misbehaviour or breach of the Bye-Laws and for the replacement of any items damaged by or otherwise attributable to their children.
- 4.4 Any child who has not been "toilet trained" or who cannot go to the Changing Rooms or toilets independently shall be accompanied by a member or an older person who can attend to the child.
- 4.5 No employee of the Club shall be asked to feed a child or accompany a child to the Changing Rooms.
- 4.6 Individuals under the age of twenty one (21) are not allowed to consume alcohol whilst in the Club premises.

- 4.7 Children under fifteen (15) years of age are not allowed to use the Changing Rooms at the Golf Centre.
- 4.8 Children may only be permitted to sign chits for use of facilities if their parents have authorised them to have membership cards and have chit-signing rights.
- 4.9 Member's children are not allowed to introduce guests.

5. CHANGING ROOMS

RECREATION CENTRE

- 5.1 The Changing Rooms shall be open from 7.00 am to 10.00 pm and the Management reserves the right to vary the opening hours from time to time.
- 5.2 No eating or drinking is permitted in the Changing Rooms.
- 5.3 Boys over four (4) years of age shall not be allowed in the ladies' Changing Room.
- 5.4 Girls of any age are not allowed in the men's Changing Room.
- 5.5 Allocation of daily lockers will be on a first-come-first-served basis.
- 5.6 Loss of a locker key shall be reported immediately to the attendant. If a Member loses a key or fails to return his key, the cost of replacing the lock and/or making good any damage to the locker will be charged to his account.
- 5.7 The Club shall not be responsible for any loss of articles or items deposited in the lockers or left in the Changing Rooms.

5.8 Articles of clothing and footwear left overnight shall be considered as abandoned and may be disposed off by the Management as it considers appropriate.

5.9 Club towels/toiletries may not be taken out of the Changing Rooms.

GOLF CENTRE

5.10 The Changing Rooms shall be open from 6.30 am to 11.00 pm and the Management reserves the right to vary the opening hours from time to time.

5.11 No eating or drinking is permitted in the Changing Rooms.

5.12 Boys over four (4) years of age shall not be allowed in the ladies' Changing Room.

5.13 Girls of any age are not allowed in the men's Changing Room.

5.14 Allocation of daily lockers will be on a first-come-first-served basis.

5.15 Loss of a locker key shall be reported immediately to the attendant. If a Member loses a key or fails to return his key, the cost of replacing the lock and/or making good any damage to the locker will be charged to his account.

5.16 The Club shall not be responsible for any loss of articles or items deposited in the lockers or left in the Changing Rooms.

5.17 Articles of clothing and footwear left overnight shall be considered as abandoned and may be disposed off by the Management as it considers appropriate.

5.18 Club towels/toiletries may not be taken out of the Changing Rooms.

5.19 Every person using the sauna shall shower before using the facility.

6. GOLF

6.1 **Definition**

“R & A” shall mean the Royal and Ancient Golf Club of St. Andrews, Scotland.

“USGA” shall mean the United States Golf Association.

“Club Handicap” shall mean a handicap calculated in accordance with USGA system and certified by the Club Manager or such other persons so authorised by the Management.

“Member” as used throughout item 6 of these Bye-Laws shall not include a Social Member who, in accordance with the Rules & Regulations, shall not, unless otherwise introduced as a paying guest, be entitled to use and enjoy all facilities related to the game of golf.

6.2 **R & A and USGA Rules**

The Rules of Golf as approved by the Royal and Ancient Golf Club of St. Andrews and the Handicap Index of the USGA shall apply to all form of play of golf and to all Club competitions unless otherwise specified by the Management.

6.3 **Local Rules**

The Management may from time to time make such Local Rules as they may think fit and may from time to time vary or rescind the same.

6.4 **Disputes**

Disputes in competition shall be decided by the Golf Tournament Committee Members/Club Officials of the Club competitions.

6.5 **Eligibility To Play**

6.5.1 Any Member or guest without a valid Club Handicap or whose handicap is above 24 (for men) and 36 (for ladies) shall not be entitled to play on the golf courses on weekends and public holidays.

6.5.2 A Member who introduces guests to play shall ensure that each of his guests has a valid handicap.

6.5.3 Any Member or child without a handicap is required to pass a golf proficiency test before being allowed to play on the golf courses. They may then play with a Member who has a valid handicap.

6.5.4 Application for a golf proficiency test shall be made in writing to the Management. The golf proficiency test will be carried out by an authorised tester at a time convenient to the tester.

6.6 **Club Handicap**

6.6.1 Any Member who does not have a Club Handicap shall return at least ten 18-hole scorecards and shall be assigned a Club Handicap in accordance with the procedures of the USGA handicapping system.

6.6.2 A Member who is also a member of some other recognised golf club shall be entitled to a Club Handicap if his handicap is certified by the Club. A member's lowest handicap shall be recognised as his official Club Handicap.

6.6.3 Members' handicaps shall be computed in accordance with the current USGA handicapping system and the recommendations of the Malaysian Golf Association (MGA).

6.7 Course Control

- 6.7.1 Control of play shall be in accordance with such regulations as may be determined by the Management from time to time.
- 6.7.2 The four nine-hole courses shall be as follows :-
- a) Garden Course - 1st Nine/2nd Nine
 - b) Valley Course - 1st Nine/2nd Nine
- 6.7.3 No play shall commence from any teeing area other than the 1st tee or 10th tee of each course. Each hole will be played in proper sequence accordingly except as may be permitted by the Management.
- 6.7.4 No play shall commence before 7.15 am except as may be permitted by the Management.
- 6.7.5 All players shall register at the Golf Centre.
- 6.7.6 No player shall commence play prior to his particulars and handicap being registered with the Starter.
- 6.7.7 Play shall be regulated by the official tee-off times mentioned below, except when otherwise specified by the Management from time to time :-
- a) 7.15 am to 9.30 am
 - b) 12.30 pm to 2.30 pm
 - c) 4.30 pm to 5.30 pm (9 holes)
- 6.7.8 The Management reserves the right to close the course at anytime for any purpose without assigning any reason.

- 6.7.9 Non-players shall not accompany players on the course.
- 6.7.10 A player may not play more than one (1) ball at any one time on any course.
- 6.7.11 Each player will be issued a scorecard before he commences play. At the end of play the scorecard shall be properly completed and signed by the player and the marker. The scorecard shall then be deposited in the boxes provided in the Clubhouse.
- 6.7.12 Three-ball matches may play on a course reserved for four-ball matches and shall have equal priority.
- 6.7.13 No Club or private competition shall be held except with the permission of the Management.
- 6.7.14 The Management shall have full power and authority to arrange the order of play at all times.
- 6.7.15 Sharing of golf sets in the same flight is prohibited.
- 6.7.16 Slow play will not be tolerated.
- 6.8 **Golf Registration & Booking**
- 6.8.1 Bookings for weekends shall be open every Tuesday, four (4) days prior to the weekends subject to availability on first-come-first-served basis.
- 6.8.2 Each member shall be entitled to book only one (1) flight for each day of play on weekends. The Member shall play in the same flight as his guests. On weekdays, members can book more than one (1) flight, subject to available slots.
- 6.8.3 When making a booking, the Member shall provide his name and membership number and the names of the other players in his flight.

- 6.8.4 The Member who made the booking shall be solely responsible for the non-appearance of any of the players on his flight.
- 6.8.5 Members and their spouses who fail to appear at booked tee-off time may be liable to a fine of an amount to be determined by the Management unless cancellation has been made at least 24 hours before the tee-off time.
- 6.8.6 Children are not permitted to make bookings.
- 6.8.7 If no substitution or replacement is made for the day of play, the Club may fill in vacancies from the reserve list.
- 6.8.8 All players shall register at the Golf Centre at least thirty (30) minutes before booked tee-time, report to the Starting Point fifteen (15) minutes before registered tee-time, and to the respective Starter at least ten (10) minutes before allocated tee-off time.
- 6.9 **Golf Bag Identification Tags**
- 6.9.1 Upon registration an identification tag shall be issued by the Club to Members to be displayed on a prominent part of the golf bag and shall be available for checking by the Management, staff, Starters, course marshalls or other authorised personnel.
- 6.9.2 Guests and non-members shall display clearly an appropriate visitor's golf bag tag issued by the Club.
- 6.9.3 All golfers without golf bag tags/cards may not be allowed on the golf course.
- 6.10 **Caddies**
- 6.10.1 Subject to availability, all flights must hire at least one caddie at a prescribed rate as determined by the Management.

- 6.10.2 Booking or choosing of caddies is not permitted.
- 6.10.3 All caddies must be registered prior to deployment.
- 6.10.4 Caddies will be allocated in accordance to tee-off times.
- 6.10.5 Unless otherwise approved by the Management, only caddies employed by the Club shall be engaged by the players.
- 6.10.6 The duration for which a player engages a caddie or buggy shall not exceed 2 1/2 hours for 9 holes or 5 hours for 18 holes. If the player exceeds the durations stated he shall be charged a caddie or buggy fee for an additional 9 holes.
- 6.10.7 The Car Park, Recreation Centre and the Clubhouse (with the exception of the Caddies Station) and the Course & Ground Department and the buggies charging area are Out of Bounds to all caddies.
- 6.10.8 The Management will not be responsible for cash or valuables entrusted to the caddies by the players or kept in the golf bag or left in the buggies.
- 6.10.9 Any complaint against any caddy shall be made in writing to the Management immediately after the incident.
- 6.11 **Buggies**
- 6.11.1 All players shall hire buggies when playing.
- 6.11.2 Buggies are prohibited on any part of the golf course except for buggy tracks unless permitted by the Management.
- 6.11.3 Subject to availability, buggies may be rented at the prescribed rate and on terms and conditions stipulated by the Management.

- 6.11.4 Booking or choosing of buggies is not permitted.
- 6.11.5 Buggies shall be collected from and returned to the buggy staging area immediately after use.
- 6.11.6 Children are not permitted to drive buggies.
- 6.11.7 The hirers are responsible for all damages to the buggies and will bear the cost of making good the damage/and or replacing the damaged buggies.
- 6.12 **Etiquette**
 - 6.12.1 Players shall bear in mind the requirements of Rule 1 of the Rules of Golf and shall observe the following :-
 - 6.12.1.1 Acting with integrity – for example, by following the Rules, applying all penalties, and being honest in all aspects of play.
 - 6.12.1.2 Showing consideration to others – for example, by playing at a prompt pace, looking out for the safety of others, and not distracting the play of another player.
 - 6.12.1.3 Taking good care of the course – for example, by replacing divots, smoothing bunkers, repairing ball-marks, and not causing unnecessary damage to the course.
 - 6.12.1.4 The player who has the honour shall be allowed to play before the others in the same flight.
 - 6.12.1.5 Before leaving a bunker, a player shall carefully fill up and smooth over all holes and footprints made by him.
 - 6.12.1.6 A player shall ensure that divots taken are replaced, filled with sand, and pressed down.

- 6.12.1.7 A player shall repair ball marks on the green. Damage caused by soft spikes shall be repaired on completion of the hole.
- 6.12.1.8 A player shall ensure that no damage is caused to the green by any of his actions or those of his caddie.
- 6.12.1.9 In taking practice swings, a player shall avoid taking divots, particularly on the tee areas.
- 6.12.1.10 Players stopping for food, beverages or for any other cause, following the completion of 9 holes and before commencement of the 10th hole, shall not delay the groups following and are required to invite the group following to play through in order to maintain continuity and to avoid delay of play all-round.

6.13 **Club Competitions**

- 6.13.1 The dates, schedules of starting time, fees payable and competition rules shall be as determined by the Management.
- 6.13.2 Only Members and their spouses with official Club Handicaps shall be entitled to participate in any Club competition or match.
- 6.13.3 Children may participate in monthly medal competitions provided that they have official handicaps duly approved by the Management.
- 6.13.4 The tournaments shall be played in accordance to the Rules of Golf as approved by the R & A Rules Limited, the Local Rules of the Club and other additional local rules, if any.
- 6.13.5 Draws will be made two (2) days before the date of competition. Members should ascertain their starting times from the Golf Centre.
- 6.13.6 A Member who fails to report to the Golf Centre thirty (30) minutes before the starting time shall be deemed

- to have withdrawn from the competition, and the Management may proceed to fill in his slot with the first name available on the reserve lists.
- 6.13.7 A Member who fails to inform the Golf Centre of his withdrawal 24 hours before a competition will be charged the full fees payable for the competition.
- 6.13.8 Entries for a competition will close 48 hours before the date of the competition or when the maximum number of players have registered, whichever is earlier.
- 6.13.9 Members may place their names on the reserve list, and they may be allotted slots left by cancellation, subject to the discretion of the Management.
- 6.13.10 The Management may declare play cancelled or postponed should the course be considered unplayable for any reason.
- 6.13.11 In match play competition, the winner in the same flight will be responsible for reporting the results.
- 6.13.12 In the event of ties, the winner will be decided subject to the Rules of Golf and the Competition Rules.
- 6.14 **General**
- 6.14.1 Players shall not in any manner cause any damage to any part of the golf course or putting greens.
- 6.14.2 Golf trolleys are strictly prohibited on the teeing areas and on the greens.
- 6.15 **Dress Code**
- 6.15.1 Members and guests shall dress presentably and appropriately while on the Golf Course and at the Practice Range. Jeans, t-shirts without collars, floral pants, track suits, jogging shorts are not permitted.

6.15.2 Soft-spikes and golf shoes as approved by the appropriate Committee are to be worn on the golf course and practice areas.

6.16 **Track Violators**

6.16.1 The Club will maintain a register of Rule violators who abuse the privileges extended to them. The Management may suspend Members with such record following a written warning for periods of time to be determined by the Management at its discretion. Rule violations on record include :-

- a) Abuse of caddies and staff of the Club.
- b) Causing damage to Club property and/or course.
- c) Slow play.
- d) Non-appearance after bookings.
- e) Misuse of buggies.
- f) Use of abusive, vulgar or improper language.
- g) Not conforming to the rules of golf and golf etiquette.
- h) Non-registration.

6.17 **Practice Range**

6.17.1 The operating hours of the Practice Range will be from 7.00 am to 10.00 pm except when it is closed for scheduled maintenance.

- 6.17.2 Children under twelve (12) years of age are not allowed in the Practice Range except for training and shall be accompanied by the Resident Golf Professional or a Member with an Official handicap.
- 6.17.3 Members introducing guests to use the Practice Range are required to first register their guests at the Range Counter and to pay the appropriate fees.
- 6.17.4 Practice Range balls shall not be taken out of the Practice Range area. Members found doing so may be subject to disciplinary action.
- 6.18 **Guests**
- 6.18.1 On weekdays each Member shall be permitted to play with up to a maximum of three (3) guests on one flight.
- 6.18.2 Members or their spouses who wish to play with guests on weekends and public holidays shall at least request to be registered with the Golf Registration four (4) days before the actual day of play. Each Member may introduce up to a maximum of three (3) guests. The Member shall play in the same flight as his guests.
- 6.18.3 Only players with handicaps not exceeding 24 for men and 36 for ladies may be introduced as guests.
- 6.18.4 Children may not introduce guests to play golf.
- 6.18.5 Members or their spouses introducing guests are responsible for ensuring that guests are registered at the Golf Centre and pay the fees due before commencing play. Non-compliance of this Bye-Law may render Members liable to disciplinary action by the Management.
- 6.18.6 Green Fees payable will be of such amount as may be determined by the Management from time to time.

6.19 **Golfers' Insurance**

- 6.19.1 All golfers using the golfing facilities of the Club shall be appropriately insured. The Management may prohibit a golfer using the course if he is not adequately covered by insurance.

7. **SNOOKER**

7.1 **Playing Hours**

Playing hours shall be from 12.00 pm to 10.00 pm on weekdays and shall be from 12.00 pm to 12.00 am on weekends and public holidays. The Management reserves the right to vary the playing hours from time to time.

7.2 **Playing Time**

The playing time is on an hourly basis.

7.3 **Reservations**

No reservations may be made in advance. Reservations shall be made by Members only who shall personally place their names and membership numbers on the board provided for this purpose.

7.4 **Damage To Table / Items**

Any Member causing damage to the table or any items in the Snooker Room will be liable to pay the cost of repairing the damage or replacing the damaged table or items, as the case may be.

7.5 **Guests**

Members may play with a maximum of three (3) guests and will be charged accordingly.

7.6 **Dress Code**

Members and guests are not allowed to wear shorts, slippers or t-shirts without collars (except ladies) in the Snooker Room.

7.7 **General**

7.7.1 Only light snacks and refreshments may be consumed in the Snooker Room.

7.7.2 Smoking or placing drinks or other items on the Snooker table are prohibited.

7.7.3 All cues shall be returned to the cue racks after play. Members personal cues may be left in the Snooker Room at own risk.

7.7.4 No bags, sports bags, shopping bags, or tennis/squash rackets or golf bags and clubs are allowed in the Snooker Room.

7.7.5 Children below the age of fifteen (15) years are not allowed to use the Snooker tables.

7.7.6 Children between the ages of fifteen (15) years and seventeen (17) years may only use the Snooker tables when playing with a Member who shall be responsible for any damage caused.

8. RENDEZVOUS KARAOKE LOUNGE

THE LOUNGE

8.1 **Opening Hours**

The Karaoke Lounge shall be open from 4.00 pm to 12.00 am daily and from 12.00 pm to 12.00 am on weekends and public holidays. The Management reserves the right to vary the opening hours from time to time. A service charge as prescribed by the Management will be payable by Members using the facilities.

8.2 **Dress Code**

Members and guests are not allowed to wear shorts, slippers or t-shirts without collars (except ladies).

PRIVATE ROOMS

8.3 **Opening Hours**

The Private Rooms shall be open from 4.00 pm to 12.00 am daily and from 12.00 pm to 12.00 am on weekends and public holidays. The Management reserves the right to vary the opening hours from time to time. A service charge as prescribed by the Management will be payable by Members using the facilities.

8.4 **Reservations**

Reservations shall be made by Members only and on a first-come-first served basis.

8.5 **Dress Code**

Members and guests are not allowed to wear shorts, slippers or t-shirts without collars (except ladies).

8.6 **General**

8.6.1 No bags, sports bags, rackets or golf clubs are allowed in the Karaoke Lounge/Private Rooms.

8.6.2 Members are responsible for the well-being of his/her guests in the Karaoke Lounge/Private Rooms.

8.6.3 All liquors are strictly not to be served to individuals below twenty one (21) years of age.

9. CARD / MAHJONG ROOM

9.1 **Opening Hours**

The Card/Mahjong Rooms shall be open from 12.00 pm to 12.00 am daily. The Management reserves the right to vary the opening hours from time to time.

9.2 **Reservations**

Reservations shall be made by Members only and on a first-come-first served basis.

9.3 **General**

No bags, sports bags, shopping bags, rackets or golf bags and clubs are allowed in the Card/Mahjong Room.

10. GYMNASIUM

10.1 **Opening Hours**

Unless otherwise determined by the Management the Gymnasium shall be open from 7.00 am to 9.00 pm. The Management reserves the right to vary the opening hours from time to time.

10.2 **Registration**

Members shall register at the Recreation Centre prior to using the Gymnasium.

10.3 **Guests**

Members may introduce up to three (3) guests at any one time. Guests shall be registered in the Visitors' Book at the Recreation Centre and the appropriate fees be charged accordingly.

10.4 **Dress Code**

10.4.1 Proper sports attire including shorts, track suits, t-shirts (with or without sleeves) or leotard shall be worn by users of the Gymnasium at all times.

10.4.2 Non-marking sports/athletics shoes shall be worn.

10.4.3 Members are not permitted to enter the Gymnasium while wearing wet clothing or swimming costumes of any design.

10.5 **General**

- 10.5.1 Children under twelve (12) years of age are prohibited from using the Gymnasium. Children between thirteen (13) years - seventeen (17) years of age may use the equipment under supervision of a Member who shall be responsible for any damage caused.
- 10.5.2 While the Management will take every precaution to ensure that the Gymnasium is in proper working condition, it will not assume responsibility for any accidents to users while in the Gymnasium or for any loss and/or damage to their personal property.
- 10.5.3 As all equipment provided in the Gymnasium is for the use of every user, proper care shall be taken when using the equipment.
- 10.5.4 Smoking, drinking or eating are not permitted in the Gymnasium.
- 10.5.5 After use, all movable equipment must be returned to their respective places.
- 10.5.6 No bags, sports bags, shopping bags, rackets or golf bags and clubs are allowed in the Gymnasium.

11. **SQUASH**

11.1 **Playing Hours**

Playing hours shall be from 7.00 am to 10.00 pm daily. The Management reserves the right to vary the playing hours from time to time.

11.2 **Registration**

Members shall register at the Recreation Centre prior to commencing play.

11.3 **Guests**

Members are permitted to introduce up to three (3) guests at any one time on days permitted by the Club. Guests shall be registered in the Visitors' Book at the Recreation Centre and the appropriate fees will be charged accordingly.

11.4 **Booking**

Courts may be booked for periods of an hour on a first-come-first-served basis. Members may book courts a week in advance.

11.5 **Dress Code**

Only white/light pastel coloured shorts, t-shirts, squash skirts and approved squash shoes may be worn.

Only non-marking balls and non-marking sports shoes may be used.

12. SWIMMING POOL

12.1 **Opening Hours**

The pool shall be open from 7.00 am to 8.00 pm on weekdays and 7.00 am to 9.00 pm on weekends and public holidays. The Management reserves the right to vary the opening hours from time to time.

12.2 **Guests**

Members are permitted to introduce up to three (3) guests at any one time. Guests shall be registered in the Visitors' Book at the Recreation Centre and the appropriate fees will be charged accordingly.

12.3 **Shower**

Every person shall shower before entering the pool and wash his feet each time he re-enters the pool.

12.4 **Dress Code**

No footwear is allowed on the pool's deck.

No person in a swimming costume is allowed into any area of the Clubhouse other than the pool area and the Changing Rooms.

12.5 **Safety**

12.5.1 Parents shall be responsible for the safety of their children. A child under ten (10) years of age shall not use the pool unless accompanied by his parents or a Member to whom the parents have delegated the responsibility of ensuring their child's safety.

12.5.2 No person shall enter the deep end of the pool unless he knows how to swim.

12.5.3 Swimmers shall leave the pool when it is raining and there is thunder and lighting or when requested by the Pool Assistant or any person authorised by the Management.

12.5.4 Every person shall be responsible for his own safety and that of his guest and/or the members of his family.

12.6 **General**

12.6.1 Persons suffering from infections, communicable or contagious diseases are not permitted to use the pool.

- 12.6.2 Radios, tape recorders and musical instruments of any nature are prohibited. However, radios and tape recorders may be used with earphone for private listening.
- 12.6.3 Eating, drinking and smoking are prohibited within 2 meters of the pool edge, except at designated areas.
- 12.6.4 Running is not permitted on the pool's deck.
- 12.6.5 Horseplay, dunking and pushing or any activities which may endanger swimmers are prohibited.
- 12.6.6 No flippers, air mattresses, toys, balls or similar articles may be used in the main pool.
- 12.6.7 No servants or nannies are permitted to use the pool, unless introduced as paying guests.

13. TENNIS

13.1 Playing Hours

Playing hours shall be from 7.00 am to 10.00 pm (in-door) daily. The Management reserves the right to vary the playing hours from time to time.

13.2 Registration

Members shall register at the Recreation Centre before commencing play. Members may book courts three (3) days in advance.

13.3 **Guests**

Members are permitted to introduce up to three (3) guests at any time. Guests shall be registered in the Visitors' Book at the Recreation Centre and the appropriate fees will be charged accordingly.

13.4 **Booking**

Courts may be booked for periods of one (1) hour on a first-come-first-served basis. Members shall book in person or by telephone and shall be required to give their names, membership numbers and the names of their guests when booking.

13.5 **Dress Code**

Shorts, t-shirts, socks and acceptable rubber-soled shoes shall be worn.

Eating, drinking and smoking are prohibited at the tennis courts.

14. **TV / GAMES ROOM**

14.1 **Opening Hours**

The opening hours shall be from 7.00 am to 8.00 pm daily. The Management reserves the right to vary the playing hours from time to time.

14.2 **CDs For Gaming Consoles**

CDs for gaming consoles are available for rental at the Games Room. Rented CDs on loan shall be returned to the Recreation Centre staff on duty at the Games Room by the Member after playing. No CDs may be taken away from the Games Room.

14.3 **Guests**

A Members may introduce up to three (3) guests. The guests shall be registered in the Visitors' Book at the Recreation Centre.

14.4 **Prohibition**

No bags, sports bags, shopping bags and sporting equipment are permitted in the TV/Games Room. Users shall not tamper with equipment, fixtures and fittings.

15. **FOOD AND BEVERAGE**

15.1 **General**

15.1.1 Only food and beverages available on the menu may be ordered and served.

15.1.2 Membership cards shall be produced prior to ordering Food and Beverages.

15.1.3 Last orders shall be taken not later than half an hour before closing time.

15.1.4 All complaints shall be made to the Food and Beverage personnel.

15.1.5 No food and beverages other than served by the Club may be brought to any part of the Club premises.

15.1.6 No cash will be accepted by the employees of the Company for any food, beverage, merchandise and/or service consumed and rendered within the Club premises unless otherwise authorised by the Management.

15.1.7 A service charge shall be levied on all food, beverage and service purchased and/or rendered.

15.2 **GARDENTERRACE**

15.2.1 **Operating Hours**

Unless otherwise determined by the Management the operating hours shall be from 7.00 am to 10.00 pm daily.

15.2.2 **Dress Code**

- No flip-flops, collarless t-shirts or jogging shorts may be worn.
- No singlets of any description may be worn except under outer garments.

15.2.3 **Children**

Children under four (4) years of age may not enter except on permitted occasions or when accompanied by an adult.

15.3 **PHOENIX CHINESE RESTAURANT**

15.3.1 The daily operating hours will be as follows :-

- Lunch will be from 12.00 pm to 2.30 pm daily.
- Dinner will be from 6.00 pm to 10.00 pm daily.
- Closed on Monday

The Management reserves the right to vary the operating hours from time to time.

15.3.2 **Dress Code**

- Slippers of any description are not permitted unless they are part of traditional dress.
- Singlets or collarless t-shirts are not permitted.
- No shorts may be worn except by children under twelve (12) years of age.

15.3.3 Children under four (4) years of age may not enter except on permitted occasions or when accompanied by an adult.

15.4 **CIGAR LOUNGE**

15.4.1 **The daily operating hours will be as follows :-**

- Monday from 11.00 am to 5.00 pm
- Tuesday to Saturday from 11.00 am to 11.00 pm
- Closed on Sunday and Public Holidays

The Management reserves the right to vary the operating hours from time to time.

15.4.2 **Dress Code**

- Slippers of any description are not permitted unless they are part of traditional dress.
- Singlets or collarless t-shirts are not permitted.

15.5 **DRINK HUTS (GOLF COURSE)**

15.5.1 **Operating Hours**

Unless otherwise determined by the Management the operating hours shall be from 8.00 am to 6.00 pm daily.

15.6 **PINE CAFE**

15.6.1 **Operating Hours**

- Weekdays operation hours from 12.00 pm to 8.00 pm
- Weekends and Public Holidays operation hours from 10.00 am to 8.00 pm
- Food service is available daily up till 7.30 pm

The Management reserves the right to vary the operating hours from time to time.

15.6.2 **Children**

Children under four (4) years of age may not enter except on permitted occasions or when accompanied by an adult.

15.7 **FUNCTION ROOMS**

15.7.1 Reservation may be made on first-come-first-served basis.

15.7.2 Reservation shall be confirmed not later than seven (7) days before the date of use. Upon confirmation of reservation, a deposit equivalent to 50% of the food cost of the function shall be paid by the Member making the reservation. The deposit is refundable if booking is cancelled not later than seven (7) days before the date of the function.

15.7.3 A Member wishing to cancel his reservation shall give notice in writing to the Management not later than seven (7) days before the date of the function, failing which the equivalent of 25% of the estimated food cost of the function shall be forfeited from the deposit paid.

- 15.7.4 Charges for all private functions shall be on a per head basis with minimum guaranteed number (such number to be prescribed by the Management from time to time) of persons. Where there is a short-attendance the person booking the function shall be charged for agreed minimum guaranteed number of persons. Where there is over-attendance the host Member shall be charged for the actual number of persons attending.
- 15.7.5 It shall be the responsibility of the Member booking the function to confine persons attending the function to the Function Room. Any damage caused by any person attending the function will be charged to the Member booking the Function Room.
- 15.7.6 There shall be no rental charges for the use of the Function Room provided that the total food and beverage bill exceeds RM 3,000.00 per occasion, failing which, charges for hire of the Function Room shall be levied at a prescribed rate.
- 15.7.7 The Management reserves the right to accept or refuse any function room bookings for whatsoever reason.

16. SECURITY

16.1 Security Checks

- 16.1.1 Members shall carry their membership cards at all times when visiting the Club.
- 16.1.2 Any authorised personnel of the Company may request any person within the Club premises to produce his membership card or to provide the name of the Member who has invited him.

16.2 Car Stickers and Car Parking

- 16.2.1 Subject to 16.2.2 only cars bearing valid car stickers will be permitted entry to the Club premises.

- 16.2.2 Cars without car stickers may only be allowed to enter the Club premises by the Security staff and any authorised personnel of the Company.
- 16.2.3 Members and visitors may park their cars in the designated car park in front of the Clubhouse and Recreation Centre.
- 16.2.4 Chauffeurs, bodyguards and police escorts are not allowed in any other part of the Club premises except in the designated areas specified by the Company.
- 16.2.5 Cars parked in reserved car parking bays, or occupying two (2) parking bays at the same time, or parked haphazardly, or at a no waiting area, or parked in such a manner as to cause obstruction to traffic, or not parked within designated parking bays shall be liable to a fine of an amount to be fixed by the Management from time to time.
- 16.2.6 The Security staff room in the Clubhouse and the Guard House at the entrance shall be manned by security staff 24 hours a day.

17. PRO SHOP / DRIVING RANGE

17.1 Operating Hours - Pro-Shop

Unless otherwise determined by the Management the opening hours shall be from 6.30 am to 8.30 pm daily.

17.2 Operating Hours - Driving Range

Unless otherwise determined by the Management the opening hours shall be from 7.00 am to 10.00 pm daily.

18. AMENDMENTS OF BYE-LAWS

- 18.1 The Company and/or the Management shall have full powers to make, amend or repeal these Bye-Laws relating to the internal affairs and/or use of the facilities of the Club and to make new Bye-Laws on any matter not provided for. Such Bye-Laws so made, amended or repealed shall come into operation at such time as is fixed by the Company. All Bye-Laws shall until revoked by the Company be binding upon the Member.
- 18.2 Any dispute of difference which may arise as to the meaning or interpretation of these Bye-Laws or any subsequent Bye-Laws made hereunder shall be determined by the Board, whose decision shall be final and binding upon all Members and persons using and enjoying the facilities of the Club.
- 18.3 A certified copy of the Bye-Laws of the Club for the time being in force shall be made available at the Club for the inspection by the Members and other persons using the Club facilities.
- 18.4 Every Member of the Club and all persons using the facilities of the Club or within the Club premises shall be bound by these Bye-Laws and shall be deemed to have full knowledge of the contents thereof whether or not he has actually inspected or obtained a copy thereof.