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## BLT&SRC – CLUB BYE-LAWS

**General**

1. Cars should be parked in the Canal Fields or Club members’ only car park; all parking is at Members’ own risk. Parking in the Club members’ car park is restricted to when members are using the Club for sport or social events and not for any other purpose.

Cars must not be left in the access roads or the area around the main club entrance as that is required for members’ car park, service and emergency access purposes.

Only the Manager, working Bar staff may park in the designated space in the access road.

Parking is not permitted outside the pedestrian access gate by either tennis court 12 or the house entrances in the Canal Fields car park.

2. The riding of bicycles, skateboarding or roller-skating is not permitted on Club premises.

3. Dogs are allowed in the grounds and in the Club House but must be kept under proper control and on a leash at all times and do not cause a nuisance to any members. Dogs are not allowed on any court surface or in the ITC. Owners are responsible for clearing up any mess made by their dogs anywhere on Club premises.

4. All new Members are entitled to have a key fob to enter the Club House free of charge. Replacement or duplicate key fobs are available from the Club Manager at a cost determined by the Club Council. Each key fob is allocated to one individual and cannot be loaned or transferred to another person.

5. In the interests of security the inner Club House door must be left closed at all times. Members must not leave this open, interfere with its closing, or let other persons into the Club House unless they can show that they are Members.

**Use of Club House and General Facilities**

1. Players must take every care for their own safety whenever they play Tennis or Squash/Racketball. Play must not commence or continue if there is any risk to the players either through conditions or ability. The Club and its Officers will not accept responsibility for any accidents that could have been avoided by following this rule.

7. All areas of the Club are to be left clean and tidy. Litterbins are provided in most rooms. Only plastic drinking glasses are to be used in all areas except the Club bars and the patio area. Breakage and other defects should be reported immediately to the Club Manager or, in the Manager’s absence, written on the worksheet provided.

8. When playing, the standards of dress required by the respective playing sections must be adhered to. The Club allows players to wear coloured sports clothing.

 When playing, **only** non-marking shoes can be worn on any indoor court (squash or tennis).

9. All users of the Clubhouse must behave with consideration to other Members. Specifically children are not allowed to play in the Squash court corridor or gallery and must not create undue noise or untidiness.

10. Due to Health and Safety reasons the kitchen is only available to teams representing the Club and the Bar & Catering franchisee. Anyone using the kitchen is reminded to leave the kitchen and all equipment clean and tidy, as the Club's cleaning contract does not include dishwashing and related work. Juniors are not permitted in the kitchen at any time or circumstance.

Due to fire regulations, under no circumstances should the kitchen door or any other door at the Club be wedged open using a fire extinguisher. The kitchen hatch must be closed unless the hatch is in actual use.

11. The Club provides various facilities for the general use by Members and these must be used correctly. The Sauna is not to be used by Junior Members or other children.

12. The Club Manager must be given at least two weeks prior notice of all events that could affect the usual pattern of usage of the general Club facilities, in case special arrangements are required. Club Members who have not purchased “an event ticket” will not be permitted access to those areas of the Club in which the event is being held.

13. Smoking is not permitted anywhere within the Clubhouse. Smoking is permitted within the Club grounds but is forbidden on any playing surface. Smokers are asked to use the cigarette litter bins located on the Club House walls when discarding butt ends.

14. On resigning from the Club, Members should return any other Club property to the Club Manager, including the key fob.

15. Only alcohol purchased at the Club can be consumed on Club premises.

**Subscriptions and Finance**

16. All cheques drawn on the Club account over £500 shall be signed by two authorised signatories and in the manner required by the current bank mandate.

17. The Club Manager will maintain a cash float not exceeding an amount to be agreed by the Council for the purpose of meeting minor expenditure and approved expense reimbursements. No other cash floats will be maintained except at the discretion of the Council. The Club Manager is responsible for ensuring the amount of cash kept on Club premises is minimised in the interests of security.

**Visitors/Temporary Members**

18. As provided for in the Club Constitution, all Club Members may bring non-playing visitors to the Club. Visitors are classed as “Temporary Members”.

19. Ordinary Members may also bring visitors to play Tennis or Squash or Racketball but they must be signed in as “Visitors” and pay the advertised visitor’s fee determined by the Club Council prior to playing. Junior Members may not bring visitors to the Club, except by prior arrangement with the Club Manager.

20. An Ordinary Member may only entertain 3 visitors at any one time and any individual visitor may not enjoy the benefit of playing at the Club more than six times in any twelve-month period.