



**The Raintree Club of Kuala Lumpur**

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*An Invitation To The Good Life*

**BYE-LAWS  
OF  
KELAB RAINTREE  
KUALA LUMPUR**

AMENDED : 6<sup>TH</sup> MARCH 2000

## **BYE-LAWS**

### **1. DEFINITIONS**

1.1 These Bye-Laws are subject to addition, rescission or alteration.

1.2 In these Bye-Laws, reference to:-

“**The Club**” means Kelab Raintree Kuala Lumpur.

“**The Committee**” means the General Committee of the Club.

“**Members**” means Honorary, Ordinary, Corporate, Visiting, Absent and any other class of Members as the Club may from time to time admit and reference to “Members” shall include the Member’s spouse and children.

“**General Manager**” means the General Manager of the Club.

“**Sub-Committee**” means Sub-Committee appointed by the General Committee under Rule 47 of the Constitutional Rules.

Words importing the singular number also include the plural number and vice versa and words importing the masculine gender, where appropriate, the female gender.

### **2. GENERAL HOUSE RULES**

#### **2.1 CLUB HOUSE**

2.1.1 The Clubhouse shall open daily at such hours as may be determined by the Committee. The said hours will be posted on the Bulletin Board.

2.1.2 The Committee may at any time and from time to time by notice whether generally or for a particular occasion alter or vary the above hours of opening.

2.1.3 The General Manager or a Member of the Committee may in case of emergency and for particular occasions exercise the powers of the Committee with regard to the extension of ours under the preceding paragraph.

## **2.2 MEMBERSHIP CARDS/CASH COUPONS**

- 2.2.1 Membership cards must be produced when requested to do so by authorized employee of the Club on the Club premises. These cards are not transferable and must be returned to the General Manager on terminated of memberships.
- 2.2.2 Membership cards must be produced when using Club facilities for billing purposes.
- 2.2.3 The Committee may authorize visitors to purchase cash coupons for specific occasions valid for the occasion only.
- 2.2.4 No cash is accepted at the Club, except for purchase of cash coupons, payment of booking fee/deposits for functions, settlement of monthly statements of accounts and exchange of coins at the Slot Machine Room.

## **2.3 MINOR FAMILY MEMBERS**

- 2.3.1 Children under the age of twelve (12) years old shall not be permitted in any area of the Club unless accompanied by a parent or authorized supervisor.
- 2.3.2 Persons under the age of eighteen (18) years are not allowed in:-
  - (a) The Bar.
  - (b) The Slot Machine Room.
  - (c) The Mahjong Room/Card Room
  - (d) Massage and Sauna Room
  - (e) Snooker Room
- 2.3.3
  - (a) Persons under the age of eighteen (18) years shall not consume any alcoholic beverage in the Club premises.
  - (b) No Member or his guest shall purchase and give a person under eighteen (18) years of age any alcoholic beverage in the Club premises.

## **2.4 GUEST RULES**

- 2.4.1 It is the responsibility of the Members to ensure that their guests are properly introduced by signing the Visitors' Book at the Club and paying the appropriate fee for use of Club facilities and amenities by such guests. Failure by any Member or his dependants to comply with this Bye-Law shall render the Members liable to pay double the rate of the fee leviable in respect of the guest and in addition may subject him to disciplinary action by the Committee.

- 2.4.2 Members and their guest must identify themselves to the club's staff when requested to do so.
- 2.4.3 Guests may use Club facilities provided they are accompanied by their Member-host. Each Member shall be responsible for the conduct of his guests.
- 2.4.4 Guests shall not use a membership card belonging to any Member to make cash purchases, sign on chits or use any of the Club's facilities.
- 2.4.5 A person who resides in the state of Selangor and Federal Territory shall not be invited to the Club by any Members more than once in any calendar month, except for dining purposes.
- 2.4.6 No guests are allowed in the following areas:-
- (a) Sauna and Massager Room
  - (b) Gymnasium
  - (c) Slot Machine Room

## **2.5 CONDUCT BY MEMBERS AND EMPLOYEES**

- 2.5.1 No gratuity, money or tipping in any form may be given to any employee of the Club unless authorized by the Committee.
- 2.5.2 Except with the expressed approval of the Committee, no paid servant
- 2.5.3 No Member or his guest shall reprimand any employee of the Club. Members has any cause of complaint against a Club's employee, he shall bring the same to the General Manager in writing.
- 2.5.4 Any suggestions or complaint shall be made to the General Committee in writing together with the Member's name and Membership Number.
- 2.5.5
- (a) Members, their guests and visitors shall at all times conduct themselves with decorum and observe courtesy and rules of etiquette while in the Club premises. Littering is strictly prohibited.
  - (b) They shall use the appropriate attire prescribed in the Bye-Laws/House Rules when using the Club's facilities and amenities, Vests, sleeveless attire and beach wear are prohibited in the Clubhouse. In the event of a dispute, in respect of form of dress, the Committee's decision shall be final.

- 2.5.6 Members or their guests shall park their cars in an orderly manner and in designated parking lots as directed. They shall not park their cars in reserved lots and shall not cause obstruction.
- 2.5.7 The Club shall not be liable for loss of or damage to any articles brought upon the Club premises by a Member, his spouse, child, or guest. Members who leave articles or clothing or personal property in any part of the Club premises do so at their own risk.
- 2.5.8 The Club shall not be liable for any injury whatsoever, by whomsoever caused to a Member, his spouse, child, guest, or to any other person.
- 2.5.9 Any Member or his guest 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 General Manager whose decision shall be final.
- 2.5.10 No newspapers, magazines, periodicals, or any other property of the Club shall be removed from the Club or its premises without prior approval of the General Manager.
- 2.5.11 No Member shall move any Club property or furniture without prior permission of the General Manager.
- 2.5.12 A Member using the Club's towels shall enter clearly his name, Membership number, number of towels taken, time taken, time returned and signature on the Towels Issue Sheet. Any member who fails to return any Club towel shall be charged a sum of RM15.00 per towel.

## **2.6 DRUG ABUSE**

- 2.6.1 (a) No Member or guest shall in possession or under the influence or of traffic in Dadah.
- (b) Where evidence is available such suspicions, the matter shall be reported to the police or relevant authorities and the Members shall be immediately suspended from the membership of the Club.
- (c) Any Member who has been found guilty of using, being in possession of or trafficking in Dadah by a Court of Law shall be expelled from the Club regardless of the place where the offence was committed.

## **2.7 OTHER GENERAL RULES**

- 2.7.1 Members are not allowed to enter the service rooms, kitchens, employee's quarters, filtration plant, pump room, or any such areas under any pretext whatsoever without prior approval of the General Manager.
- 2.7.2 No food or drinks other than those served by the club and approved by the Committee may be brought into any part of the premises of the Club.
- 2.7.3 No Member or his guest shall bring any animal into the Club premises.
- 2.7.4 No radios, transistors, cassette players or other similar appliances and equipment shall be used in the Club premises.
- 2.7.5 Chewing of tobacco, tobacco products or betel leaves is prohibited in the Club premises.
- 2.7.6 Members going on leave of absence or resigning from the Club are required to give two (2) weeks' notice in advance to enable finalizing of accounts.
- 2.7.7 Any Member who wishes to finalize his accounts giving less than two (2) weeks' notice will be charged a processing fee of RM50.00 and run the risk of having his refundable deposit retained until after processing (in which case, remittances due to him may be remitted with delay).
- 2.7.8 No Member shall display any poster, notices, etc. in any part of the Club premises, without prior permission of the General Manager.
- 2.7.9 Any Member of the Committee or the General Manager or his designated representative, shall have authority to instruct any Member or his guest found breaking any of the Bye-Laws or House Rules to leave the Club premises.
- 2.7.10 Any Member, his spouse, child or guest who contravenes any of the provision of Bye-Laws and House Rules shall be liable to disciplinary action by the General Committee and may be suspended or expelled from the Membership of the Club.

### **3. RECREATION**

#### **3.1 GENERAL RULES FOR RACQUEST GAMES**

- 3.1.1 The Courts shall be open from 7.00am to 11.00pm daily.
- 3.1.2 The Committee shall have full powers and control over the courts and facilities and may open, close or reserve the same for particular periods or otherwise as the Committee deems fit.
- 3.1.3 The Committee may at any time by giving one (1) week's notification on the Club Notice Board, reserve all or any of the courts on any day, for the purpose of holding tournaments, inter-club matches, maintenance or other Club functions.
- 3.1.4 No smoking, drinking or eating is permitted on the courts or playing area.

#### **3.2 DRESS/EQUIPMENT**

##### **3.2.1 Shorts/Pants**

Shorts should be of any predominal single colour.

Boxing, Football, Bermuda, Beach wear or shorts with scalloped sides will not be allowed.

White track bottom or white long pants are allowed to be worn by men and ladies.

T-Shirts.

Men are to wear T-Shirts with collar.

Advertisement.

Pronounced advertisement, cartoon characters and brand name exceeding 3" x 4" are not permitted.

- 3.2.2 Only approved types of equipment shall be used. Racquets with sharp edges and which are not protected with rubber or plastic insulation shall not be permitted.

### **3.3 PRIORITIES FOR RESERVATION COURTS**

- 3.3.1 At all times, Members and their spouse (A & B) cardholders shall have priorities for reservation of courts over dependent children. A Member shall not make bookings on behalf of another person, except for his/her spouse.

Dependent children shall not be allowed to book any court during peak hours. Only Members and their spouse shall be allowed to make reservation for play during peak hours.

Peak hours/periods in respect of racquet games shall be decided upon by the Committee from time to time and shall be displayed on the Club Notice Board.

### **4. SQUASH COURT BYE-LAWS**

- 4.1.1 Squash Courts may be booked for periods of half hour between 7.00pm to 11.00pm, the last reservation being 10.00pm. Bookings may be made by telephone or by calling personally at the Reservation Counter from 8.00am onwards during opening hours. Bookings will be accepted on a first come first served basis and allocation of courts will be according to order of priority.
- 4.1.2 Courts may be booked by members not more than two days before the date of play. A Member wishing to reserve a Court must have his name entered in the Squash Booking Sheet against the particular court and period required.
- 4.1.3 Players must vacate the courts when their session of play ends. If no other Members are waiting, the same player may apply for an extension of another period of play by informing the reservation counter.
- 4.1.4 A Member who cancels his booking for any reason shall be liable to a penalty of RM10.00 of each reserved session of play.
- 4.1.5 A Member in whose name the court has been booked must be present to play, failing which the reservation shall be void and a penalty of RM10.00 shall be levied.
- 4.1.6 A booking for a court not taken up within ten (10) minutes after the reserved time, shall be released to any waiting Member.
- 4.1.7 Member shall be allowed to reserve only one session of play in a day.
- 4.1.8 Time where mentioned in these Bye-Laws shall be in accordance with the clock located at the reservation counter.



## **4.2 CLUB MORNINGS/EVENINGS AND TEAM PRACTICE**

- 4.2.1 Club mornings/evenings will be held on such times and days the Committee may decide.
- 4.2.2 Children will not be allowed to participate in Club evenings.
- 4.2.3 The Squash Convenor or the Committee may invite guests and Club coaches to join the Club evenings, provided such players will not deprive Members of the opportunity to play.
- 4.2.4 To give every Member an equitable chance of playing on club evenings, the following guidelines should be followed:-
- (i) Order of play will be on first come first served basis and subject to priorities for use of courts.
  - (ii) Warm up before the first game should not exceed three (3) minutes.
  - (iii) Whenever possible, the Squash Convenor or in his absence, a nominee of the Sub-Committee will be in charge of Organizing play on Club evenings/mornings.

## **4.3 GUESTS**

- 4.3.1 Guests may be invited by Members only. The guest charges as follows:-
- Monday-Sunday/Public Holiday : RM6.00 per person per hour
- 4.3.2 Guest shall be signed in before commencement of play, failing which, Members will be penalized twice the amount payable as guests' fees and the guest will be asked to leave the court.
- 4.3.3 Guests may not play on Club evenings except with the approval of the Squash Convenor or Sub-Committee concerned.
- 4.3.4 A Member may only bring a maximum of three guests at any one time.
- 4.3.5 A Member must be present to play with his guest once he has signed the guest on. In the absence of the Member, the General Manager, Sports & Recreation Executive, Supervisor or Court Attendant is empowered to ask the guest to leave the courts. In such event, the Member will still be penalized twice the amount payable as guests' fees.

## **5. TENNIS COURT BYE-LAWS**

### **5.1 GENERAL**

The Rules of play shall be those currently adopted by the All-England Lawn Tennis Association.

### **5.2 BOOKING TIMES AND PROCEDURES**

- 5.2.1 Tennis Courts may be booked for period of one hour between the hours of 7.00am and 11.00pm, the last court reservation being 10.00pm. Bookings may be made by telephone or by calling personally at the Court Reservation Counter from 8.00am onwards during opening hours. Bookings will be accepted on a first come first served basis and allocation of courts will be according to order of priority. Court bookings are by the hour on the hour.
- 5.2.2 Court bookings in respect of all hours may be made two days in advance from the date of play. Bookings shall be accepted on a first come first served basis. A Member who calls personally at the Court Reservation Counter shall priority over a member booking by telephone if the requests for bookings are received at the same time.
- 5.2.3 Players must vacate the courts when their session of play ends. If no other Members are waiting, the same player may apply for an extension of another period of playing by informing the reservation counter.
- 5.2.4 A Member who cancels his bookings for any reason shall be liable to a penalty of RM10.00 of each reserved session of play.
- 5.2.5 A Member in whose name of the court has been booked must be present to play, failing which a penalty of RM10.00 will be levied.
- 5.2.6 A booking for a court not taken up within ten (10) minutes after the reserved time, shall be released to any waiting Member.
- 5.2.7 Each Membership shall be allowed to reserve only two session of play in a day and it must be continuous.
- 5.2.8 Each Membership is allowed to book one session of play during the peak hours (6.00pm – 9.00pm) on the Guest Days i.e on Mondays and Thursday.
- 5.2.9 In case of rain, the Outdoor Tennis Court shall be declared as non-playable and the penalty (under no 5.2.5) shall not be applicable. It shall be the responsibility of the Member to check with the Court Reservation Counter if the Outdoor Tennis Courts are serviceable.
- 5.2.10 Time where mentioned in these Bye-Laws shall be in accordance with the clock located at the Court Reservation Counter.

### **5.3 SESSIONS AND CHARGES**

- 5.3.1 The charges for each session of one (1) hour in respect of Indoor and Outdoor Courts during dark hours when lighted will be determined by the Committee which shall be displayed on the notice board at the Courts Reservation Counter.
- 5.3.2 Members will not be charged for any session if they are unable to play for more than thirty (30) minutes because of unsuitable or unplayable court conditions. The General Manager, Sports & Recreation Executive or the Supervisor shall decide if the courts are fit for play at any time.
- 5.3.3 Members are held responsible to check with the Court Reservation Counter if the Indoor and Outdoor Courts are serviceable at least one (1) hour before commencing. The Sports & Recreation Executive, General Manager, or the Supervisor will decide if the courts are fit for play.

### **5.4 CLUB EVENINGS**

- 5.4.1 Club Evenings shall be held at such times on such days the Committee may decide. Dependent children of members shall not be allowed to participate in Club Evenings unless authorized by the Committee. The Committee may invite special guest/s and Club coach/es to join the Club Evenings.
- 5.4.2 To give every Member an equitable chance of playing on Club Evenings the following guidelines shall be followed by the Committee who shall be in charge of organizing play on Club Evenings.
  - (i) Order of play shall be on a first come first served basis.
  - (ii) Warm up before the first game should not exceed three (3) minutes.
  - (iii) A short set should be played in every game, i.e. set shall end where one side scores six (6) games with no tie breaks. Members should not continue playing whilst others are waiting to play.

### **5.5 TENNIS COACHING**

- 5.5.1 Members wishing to be coached may arrange to do so at the Court Reservation Counter.
- 5.5.2 Charges for coaching lessons shall be signed for and Members shall not make any cash payment direct to the coach.

- 5.5.3 Coaching lessons shall be conducted at such hours and on such days as the Committee may decide.
- 5.5.4 Coaching lessons may be conducted by the Club's Tennis coach in the Indoor Tennis Courts on weekdays excluding Public Holidays provided that no more than four tennis balls are used when adjourning courts are occupied. Coaching lessons on the Outdoor Courts shall be confined to the courts as the Organising Committee may decide.
- 5.5.5 Reservation for coaching lessons for any period during a calendar month may be made from the 25<sup>th</sup> of the previous month. Reservations for coaching lessons may be made by telephone provided that the Member making such reservation shall call in person at the Court Reservation Counter and sign the coaching book not less than forty eight (48) hours before the commencement of the coaching lesson booked, failing which the booking shall be deemed cancelled.
- 5.5.6 Members shall confirm their reservations of coaching lessons by signing the coaching book at the Court Reservation Counter.
- 5.5.7 Where reservation for coaching lesson is made by telephone on the day of the coaching lesson, the Member making such reservation shall sign the coaching book not less than one hour before commencement of the coaching lesson so booked failing which the reservation shall be deemed to have been cancelled without notice and the said Member shall be charged the full fee for the coaching lesson.
- 5.5.8 Members whose reservation for coaching lessons has been confirmed and who fail to turn up or wish to cancel shall be charged a full fee for the coaching lessons booked. However, they can find other players to replace them for the cancelled bookings.

## 5.6 GUESTS

- 5.6.1 Guests may be invited by Members only. The guest charges, as follows:-
- (i) Monday - Friday
- |                     |   |                            |
|---------------------|---|----------------------------|
| (7.00am to 5.00pm)  | - | RM8.00 per guest per hour  |
| (5.00pm to 11.00pm) | - | RM10.00 per guest per hour |
- (ii) Saturday
- |                     |   |                            |
|---------------------|---|----------------------------|
| (7.00am to 1.00pm)  | - | RM8.00 per guest per hour  |
| (1.00pm to 11.00pm) | - | RM10.00 per guest per hour |

- (iii) Sunday/Public Holiday  
(7.00am to 11.00pm) - RM10.00 per guest per hour
- (iv) Monday – Sunday Club Evenings  
(5.00pm to 8.00pm) (Tennis Outdoor Courts)  
RM30.00 per guest per session  
or part thereof

5.6.2 Guests shall be signed in before commencement of play, failing which Members will be charged twice the amount payable as guests' fees and the guest will be asked to leave the courts.

5.6.3 Guests may not play on Club Evenings Indoor except with the approval of the Tennis Convenor or Sub-Committee concerned.

5.6.4 A Member may only bring a maximum of three (3) guests at any one time.

5.6.5 A Member must be present to play with his guest once he has signed the guest on. In the absence of the Member, the General Manager, Supervisor, Court Attendant is empowered to ask the guest to leave the courts. In such event, the Member will still be charged twice the amount payable as guests' fees.

5.6.6 **JUNIORS – INDOOR COURTS**

Juniors from above twelve (12) years to 16 years of age wishing to play on Indoor Courts with an adult Member, must write to the Chairman of the Tennis Organizing Committee for approval. Juniors sixteen (16) years and above can play on Indoor Courts accompanied by an adult Member.

**6. BADMINTON COURT BYE-LAWS**

**6.1 BOOKING TIMES AND PROCEDURES**

6.1.1 Badminton Court may be booked for periods of one (1) hour between 7.00am and 11.00pm. Bookings may be made by telephone or by calling personally at the Reservation Counter from 8.00am onwards during opening hours. Bookings will be accepted on a first come first served basis and allocation of court will be according to order of priority. Court bookings are by the hour on the hour.

6.1.2 Court may be booked by Members not more than two (2) days before the date of play. A Member wishing to reserve the court must have his name entered in the Badminton booking sheet against the period required.

- 6.1.3 Players must vacate the court when their session of play ends. If no other Members are waiting, the same player may apply for an extension of another period of play.
- 6.1.4 A Member who cancels his booking for any reason shall be liable to a penalty of RM10.00.
- 6.1.5 A Member in whose name the court has been booked must be present to play, failing which a penalty of RM10.00 will be levied.
- 6.1.6 A booking for a court not taken up within ten (10) minutes after the reserved time, shall be released to any waiting Member.
- 6.1.7 Each Membership shall be allowed to reserve only on session of play in a day.
- 6.1.8 Time where mentioned in these Bye-laws shall be in accordance with the clock located at the Court Reservation Counter.

## **6.2 CLUB MORNINGS/EVENINGS/NIGHTS**

- 6.2.1 Club mornings/evenings/nights will be held at such times on such days the Committee may decide.
- 6.2.2 Children below sixteen (16) years will not be allowed to participate in the Club mornings/evenings/nights.
- 6.2.3 The Committee of the Sub-Committee concerned may invite guests and Club coaches to join the Club mornings/evenings/nights.
- 6.2.4 To give every Member an equitable chance of playing on club mornings/evenings/nights, the following guidelines should be followed:-
  - (i) Order of play will be on a first come first served basis.
  - (ii) Warm up before the first game should not exceed three (3) minutes.
  - (iii) A short set should be played in every game. Members should continue playing whilst others are waiting to play.

## **6.3 BADMINTON COACHING**

- 6.3.1 Members wishing to be coached may arrange with the booking clerk of the Club.
- 6.3.2 All charges must be signed for and at no time will cash payments direct to the coach be allowed.
- 6.3.3 Coach lessons shall be conducted at such hours and on such days as the Organizing Committee may decide.

## **6.4 GUESTS**

6.4.1 Guests may be invited by members only. The guest charges are as follows:-

Monday – Sunday & Public Holiday - RM6.00 per guest

6.4.2 Guests shall be signed in before commencement of play, failing which Members will be charged twice the amount payable as guests' fees and the guest will be asked to leave the court.

6.4.3 Guests may not play on the Club evenings except with the approval of the Badminton Convenor or Sub-Committee concerned.

6.4.4 A Member may only bring a maximum of three guests at any one time.

6.4.5 A Member must be present to play with his guest once he has signed the guest on. In the absence of the Member, the General Manager, Sports & Recreation Executive, Supervisor, or Court Attendant is empowered to ask the guest to leave the court. In such event, the Member will still be charged twice the amount payable as guests' fees.

## **7. SWIMMING POOL BYE-LAWS**

### **7.1 GENERAL**

7.1.1 The Swimming Pool will be opened during the periods stated below:-

Main Pool	:	8.00am to 10.00pm
Children's Pool	:	8.00am to 7.00pm

- 7.1.2
- (a) Bathers must take shower before entering any of the pools and wash their feet each time they re-enter.
  - (b) Household helpers, drivers, maids or amahs are not permitted in the pool.
  - (c) No person suffering from any infectious or contagious disease may use the Swimming Pool.
  - (d) No person who is offensively unclean or under the influence of liquor or tranquilizing drugs may use the swimming pool.
  - (e) Running is not permitted within the pool area.
  - (f) Blind plunging, 'duckling' and rough play is not permitted around the pool area.

- 7.1.3
- (i) Nothing whatsoever is to be taken or thrown into the water except such articles as may be permitted or approved by the Committee during the Swimming Gala, Competition and Water Games organised by the Club.
  - (ii) Inflationary rings and other floating appliances, toys, balls, quoits, face mask and flippers are NOT permitted in the Main Pool. However, during training classes, kick-boards and flippers may be used in the area reserved for such training under the supervision of a coach or a person authorized by the Sports & Recreation Executive, Sub-Committee or the Committee.
  - (iii) Goggles with plastic are permitted for general swimming.
  - (iv) Flotation devices may be used in the children's pool provided such devices have been specifically approved by the Sports & Recreation Executive or Sub-Committee or the Committee.
- 7.1.4
- (i) No person is allowed to swim unless wearing a swimming costume approved and acceptable to the Sports & Recreation Executive, Sub-Committee or the Committee ie. Swimming trunk, bikini, thermal or tight short and Bermuda beach wear with tight under-wear. Boxing, jogging or football shorts and other type of shorts/pants are not permitted for swimming.
  - (ii) Children in diapers are not allowed in the pool.
  - (iii) No person is allowed to sunbathe in nude or topless (for women).
- 7.1.5 Members are not permitted:-
- (i) To smoke in or within two (2) meters of the edge of the swimming pool.
  - (ii) To bring or consume food or refreshment in or near the edge of the swimming pool, except for drinking water during training session.
  - (iii) To bring food or drinks other than those catered for by the Club.
- 7.1.6 The Club and the Committee will not be responsible for:-
- (a) Any accident howsoever caused whether fatal or otherwise to Members, their spouses, children or guests.
  - (b) Personal belongings or any other effects left in the Club. Whilst lockers are provided in the Locker Room, money and valuables and other properties put into the lockers shall be at the sole risk of Members.



- 7.1.7 Bathers in swimming costumes shall not enter or make use of the main Clubhouse, Tennis and Squash Courts.
- 7.1.8 No person shall enter the filtration plant session of the swimming pool unless authorized by the General Manager.
- 7.1.9 Members are advised in their own interests to leave the pool during thunderstorms and shall do so if requested by the pool attendants or any other authorized person.
- 7.1.10 Children under twelve (12) years of age must be accompanied by a Member who shall maintain strict supervision and control over the children. A Member shall be fully responsible for the conduct and behaviour of his child and other children visiting the Club in his charge and shall be liable to the Club in respect shall keep the injury caused by the child and shall keep the Committee fully indemnified in respect of any action, claim or demand arising by reason of the child's act or default.
- 7.1.11 All children under twelve (12) years of age are not permitted in the Main Swimming Pool unless accompanied by an adult.
- 7.1.12 Boys over four years of age shall not be allowed in the Ladies' Bath House and girls of any age shall not be permitted in the Men's Bath House.
- 7.1.13 The Committee may at any time by notification on the Club Notice Board, amend, change or add any rule as it deems fit.
- 7.1.14 Towels for use by members are available at the Court Reservation Counter. Each Member is entitled to two (2) towels and as for the third towel, it will be charged at fifty (50) cents per piece.

## **7.2 SWIMMING COACHING**

- 7.2.1 Members wishing to be coached may register on the forms provided by the Club.
- 7.2.2 All charges must be signed for and at no time will cash payments direct to the coach be allowed.

## **8. LOCKER ROOMS BYE-LAWS**

### **8.1 OPERATING HOURS**

The locker rooms shall be opened from 7.00am to 11.30pm daily.

## **8.2 GENERAL**

- 8.2.1 No smoking, drinking or eating is permitted in the Locker Rooms proper.
- 8.2.2 The Club will retain in its custody, the duplicate locker keys and the use of the duplicate keys will only be made in the presence of the Member to whom the locker is allowed.
- 8.2.3 The club will not be responsible for loss of or damage to any articles deposited in a locker by Members.
- 8.2.4 Members allotted a locker must ensure that it is kept clean and tidy at all times.
- 8.2.5 Storage of food-stuff, weapons, banned publications, dadah, etc are prohibited.
- 8.2.6 Boys over four (4) years of age shall not be allowed in the Ladies' Locker Room and girls of any age shall not be permitted in the Men's Locker Room.
- 8.2.7 Only two towels per cardholder will be issued free-of-charge whilst the third towel onwards will be charged at fifty (50) cents per piece.

## **8.3 CHARGES AND ALLOCATION OF LOCKERS**

Lockers shall be available for rental to members at a charge of RM6.00 per month or part thereof. Allocation of Lockers will be on a first come first served basis. A Member and his spouse may be allocated one locker each subject to availability.

## **8.4 LOSS OF LOCKER KEY**

Loss of locker keys must be reported immediately to the General Manager. In the event a locker key is lost by the Member or upon surrender of the locker by a Member, the key is not returned to the Club, the cost of replacement of the lock and making good any damage to the locker will be chargeable to the Member concerned.

## **9. MESSAGE ROOM BYE-LAWS**

### **9.1 OPERATING HOURS**

Tuesday – Thursday	-	4.00pm to 8.00pm
Saturday	-	1.30pm to 10.00pm
Sunday	-	1.00pm to 10.00pm

## **9.2 GENERAL**

- 9.2.1 Only Members, spouses and dependants above the age of eighteen (18) shall be allowed inside the Massage Room.
- 9.2.2 No smoking, drinking or eating is permitted in the Massage Room.
- 9.2.3 All charged must be signed for and at no time will cash payments direct to the Masseur/Masseuse be allowed.
- 9.2.4 Members must vacate the Massage Room when their session of massage ends.

## **10. SAUNA ROOM BYE-LAWS**

### **10.1 OPERATING HOURS**

The Sauna Room shall be opened from 7.00am to 10.00pm daily.

### **10.2 GENERAL**

- 10.2.1 Persons below the age of eighteen (18) are not allowed in the Saunas.
- 10.2.2 No smoking, drinking or eating is permitted in the Saunas.
- 10.2.3 Persons suffering from any ailments to which sauna may be injurious are not allowed to use the Saunas.

## **11. MAHJONG/CARD ROOM BYE-LAWS**

### **11.1 OPERATING HOURS**

The Mahjong/Card Room shall be opened during the periods stated below:-

Monday to Thursday	-	12.00noon to 12.00mn
Friday	-	12.00noon to 1.00am
Saturday	-	10.00am to 1.00am
Sunday/Public Holiday	-	10.00am to 12.00mn
Eve of Public Holiday	-	12.00noon to 1.00am

### **11.2 GENERAL**

- 11.2.1 Gambling of any form or any simulation of gambling is strictly prohibited in the Mahjong/Card Room.
- 11.2.2 Persons under the age of eighteen (18) shall not be permitted to enter the Mahjong/Card Room.
- 11.2.3 No reservations shall be accepted for use of Mahjong/Card Room.
- 11.2.4 Only snack food and drinks are permitted in the Mahjong/Card Room.

### **11.3 DRESS CODE**

Shorts, collarless or sleeveless t-shirts, slippers/sandals and attire with pronounced advertisements and cartoon characters exceeding 3" x 4" are not permitted in the Mahjong/Card Room.

## **12. GYMNASIUM BYE-LAWS**

### **12.1 OPERATING HOURS**

The Gymnasium shall be opened from 7.00am to 10.00pm daily.

### **12.2 GENERAL**

12.2.1 Children below twelve (12) years of age are not allowed to enter the Gymnasium.

12.2.2 Shorts/pants and t-shirts/singlets and other types of attire must be worn at all time. Members are not permitted to bare their bodies. Attire with pronounced advertisements, cartoon characters and brand names exceeding 3" x 4" are not permitted.

12.2.3 No reservations are accepted for use of the Gymnasium.

12.2.4 No smoking, drinking or eating is permitted in the Gymnasium.

### **12.3 PHYSICAL FITNESS/HEALTH PROGRAMS**

The Gymnasium may be closed to members during certain hours for organised Physical fitness or Health Programs and only Members who participate in such programs will be allowed use of the Gymnasium during such hours.

## **13 SNOOKER ROOM BYE-LAWS**

### **13.1 OPERATING HOURS**

The Snooker Room shall be opened during the periods stated below:-

Monday to Friday	-	4.00pm to 12.00mn
Saturday/Sunday/Public Holiday	-	12.00noon to 12.00mn

### **13.2 GENERAL**

13.2.1 The Committee shall have full powers and control over the Snooker Room and facilities and may open. Close or reserve the same for particular periods or otherwise as the Committee deems fit.

13.2.2 The Committee may at any time by notification on the club Notice Board reserve all or any of the Snooker Tables on any day, for the purpose of holding tournaments, inter-club matches, maintenance or other Club functions.

- 13.2.3 Only snack food and drinks are permitted in the Snooker Room.
- 13.2.4 No reservations shall be accepted for use of any Snooker Table. Snooker Tables shall be available to Members on a first come first served basis.
- 13.2.5 Sitting on the Snooker Table is strictly prohibited. While cueing, a player must have at least one foot on the floor.
- 13.2.6 Any player who scratches the baize of any snooker table shall be held liable for the cost of replacement of the entire baize of the snooker table.
- 13.2.7 Persons below the age of eighteen (18) are not permitted to use the snooker tables.
- 13.2.8 Shorts, collarless or sleeveless t-shirt, slippers/sandals and attire with pronounced advertisement and cartoon characters exceeding 3" x4" are not permitted in the Snooker Room.
- 13.2.9 Strictly No Smoking in the Snooker Room.
- 13.2.10 Do not place food and beverage on the Snooker tables.
- 13.2.11 No Club property shall be removed from the Snooker Room.
- 13.2.12 No swearing in the Snooker Room.

#### **14. SLOT MACHINES ROOM BYE-LAWS**

##### **14.1 OPERATING HOURS**

14.1.1 The Slot Machines Room shall be opened on the following days:-

Monday to Friday	-	12.00noon to 112.00mn
Saturday/Sunday/Public Holiday	-	10.00am to 1.00am

##### **14.2 GENERAL**

- 14.2.1 Persons under the age of twenty one (21) years shall not be permitted in the Slot Machines Room.
- 14.2.2 A Member shall be allowed to play only one machine at any one time. A Member shall not hold in reserve any machine for any reason. Once a Member leaves the machine, another Member shall be entitled to use same.
- 14.2.3 The Club's maximum liability for payouts shall be as advertised on the Slot Machine. Where there is short payment by the machine, the balance shall be by way of short payment vouchers which must be signed by one Manager, the Cashier/Money Changer and the Member.

14.2.4 Members must produce their membership cards to the cashier on duty when entering the Slot Machines Room and must sign the Attendance Book provided.

14.2.5 Muslims are not allowed to enter the Slot Machine Room.

## **15. BOWLING BYE-LAWS**

### **15.1 OPERATING HOURS**

15.1.1 The operating hours for Bowling Centre are as follows:-

Monday to Friday	-	12.00noon to 12.00mn
Saturday/Sunday/Public Holiday	-	10.00am to 12.00mn

### **15.2 GENERAL**

15.2.1 The Committee shall have full powers and control over the Bowling Centre and facilities and may open, close or reserve the same for particular periods or otherwise the Committee deems fit.

15.2.2 No smoking on the approach area is permitted.

15.2.3 No food or drinks are permitted to be taken and consumed on the approach area.

15.2.4 Bowlers are prohibited from leaving their bowling gear in the Bowling Centre after finishing their game.

### **15.3 DRESS/EQUIPMENT**

Muscle shirts or singlets or sleeveless t-shirts ad attire with pronounced advertisement and brand names exceeding 3" x4" are not allowed.

### **15.4 CHARGES**

15.4.1 The charges for each game of eleven (11) reset cycles are as follows:-

Monday to Friday	-	12.00noon to 12.00mn		
12.00noon to 5.00pm	-	Members	:	RM2.50 per game
		Guests	:	RM3.50 per game
5.00pm to 12.00mn	-	Members	:	RM3.00 per game
		Guests	:	RM4.00 per game

Saturday/Sunday/Public Holiday	-	10.00am to 12.00mn	
10.00am to 12.00mn	-	Members	: RM3.00 per game
		Guests	: RM4.00 per game
Block Booking		Members	: RM40.00 per hour per game per lane

15.4.2 Charges shall be based on meter reading. A lineage of twelve (12) shall be considered one full game. Where games are incomplete, charges shall be per frame basis, calculated on a pro-rate basis.

15.4.3 Shoes rental shall be levied at fifty (50) cents per pair, per session.

## 15.5 BOOKING TIMES AND PROCEDURES

15.5.1 Bowling lanes may be booked for periods of one hour of a maximum of three games per lane during off-peak periods only. Bookings may be made by telephone or by calling personally at the Bowling Centre during opening hours.

15.5.2 Booking will be accepted on a first come first served basis, subject to the following order of priorities in the use of lanes:-

- (i) Members
- (ii) Spouses
- (iii) Dependants

15.5.3 Lanes may be booked by Members not more than two (2) days before the date of play. A Member wishing to reserve a lane must have his name entered in the Lane Booking Sheet, against the particular lane and period requirement.

15.5.4 Only bookings made in person for use of lanes during peak hours ie. 8.00pm to 12.00midnight, shall be accepted.

15.5.5 When all lanes are occupied, a waiting list shall be kept to determine the order of play and allocation of lanes shall be on a first come first served basis subject to priorities in use of lanes stated in Bye-Laws 15.5.2.

15.5.6 A Member who cancels the booking for any reason will be liable to a penalty of RM10.00 for each reserved session of play.

15.5.7 A Member in whose name the lane has been booked must be present to bowl, failing which a penalty of RM10.00 will be levied.

15.5.8 A booking for a lane not taken up within ten (10) minutes after the reserved time, shall be released to any waiting Member.

15.5.9 Time where mentioned in these Bye-Laws shall be in accordance with the clock located at the Bowling Centre.

## **15.6 GUESTS**

- 15.6.1 Guests may be invited by Members only.
- 15.6.2 Guests must be signed in before commencement of play, failing which, Members will be charged twice the amount payable and may be stopped whilst playing.
- 15.6.3 A Member may only bring a maximum of three (3) guests at any one time.
- 15.6.4 A Member must be present to play on the same lane with his guest once he has signed the guest on. In the absence of the Member, the General Manager, Sports & Recreation Executive, or Supervisor is empowered to ask the guest to leave the Bowling Centre. In such event, the Member will still be charged twice the amount payable.

## **15.7 LEAGUES/TOURNAMENTS**

- 15.7.1 League Standing Sheets shall be posted on the Notice Board as and when required.
- 15.7.2 League averages shall be kept by the Bowling Clerks and will be posted on the Notice Board at all times.
- 15.7.3 Computer printed score sheets may only be used for leagues/tournaments and official competitions.
- 15.7.4 During leagues/tournaments 'shadow bowl' shall be allowed for a maximum period of five (5) minutes only, after which the machine will automatically be shut off and pins activated.

## **15.8 RIGHT OF WAY**

Players shall give way to the bowler on the right. Once the bowler in the right has assumed a starting position on the approach, the bowler on the left must give way and should not step on the approach.

## **15.9 OILING COMBINATION**

The oiling combination shall be at the sole discretion of the Sports & Recreation Executive or Supervisor.

## **15.10 CARE OF LANES AND EQUIPMENT**

- 15.10.1 Lofting of the ball is not permitted. The General Manager, Sports & Recreation Executive or Supervisor is empowered to ask the bowler who lofts the ball to leave the Bowling Centre. In such event the Member will still be charged the fee for the unfinished game.
- 15.10.2 Members shall be liable for damage caused by their guests to the lanes, ball, shoes, other bowling equipment and to Club property.



## **15.11 CLUB MORNINGS/EVENINGS AND TEAM PRACTICE**

- 15.11.1 Club mornings/evenings will be held on such times and days as the Sports & Recreation Executive or Bowling Sub-Committee may decide.
- 15.11.2 The Bowling Convenor or Sports & Recreation Executive can invite guests to join the Club mornings/evenings.
- 15.11.3 Order of play will be in a first come first served basis, subject to priorities in use of lanes stated in Bye-Laws 15.5.2.
- 15.11.4 Members should not continue to play after one game whilst others are waiting to play.

## **16. CHILDREN'S LIBRARY BYE-LAWS**

### **16.1 OPENING HOURS**

The Children's Library shall be open daily except on Mondays as follows:-

Tuesday to Sunday	-	10.00am to 1.00pm 2.00pm to 6.00pm
Public Holiday	-	Closed

### **16.2 MEMBERSHIP OF LIBRARY**

- 16.2.1 Application for registration of children shall be submitted by their parents.
- 16.2.2 Parents are required to produce their Membership Card when submitting their children's application form for registration.

### **16.3 GENERAL**

- 16.3.1 Smoking and eating are prohibited in the Library.
- 16.3.2 No bags, umbrellas or parcels may be brought into the Library.
- 16.3.3 Files and books shall be examined at the entrance before a reader leaves the Library.
- 16.3.4 Persons in swimsuits, trunks, towels and material art outfits are not allowed in the Library.
- 16.3.5 A reader shall be responsible for the safekeeping of his/her Library tickets.
- 16.3.6 Lost book (s) should be reported immediately to the Librarian.
- 16.3.7 A reader shall be held solely responsible for book (s) borrowed from the Library.

#### **16.4 LOANS**

- 16.4.1 A registered reader shall be issued a maximum of one (1) Library ticket free of charge and is allowed to borrow one (1) book at any one time for a maximum period of two (2) weeks.
- 16.4.2 Library tickets are not transferable.
- 16.4.3 Each Library ticket entitles a reader to borrow one book only.
- 16.4.4 Registered readers must produce their registration card when borrowing.

#### **16.5 RENEWALS**

- 16.5.1 Books may be renewed in person or by phone during opening hours.
- 16.5.2 Renewals shall be allowed for a period of two (2) weeks provided the book has not been reserved by another reader.

#### **16.6 RESERVATIONS**

- 16.6.1 Reservations may be made only if the book is on loan.
- 16.6.2 A reader is allowed to reserve a maximum of one (1) book at any one time.
- 16.6.3 A book on loan can be reserved only by one reader at any one time.
- 16.6.4 Reservations shall be made in person at the Library.
- 16.6.5 The reserved book will be kept for the reader at the Library until the expiry date. Such expiry date shall be five (5) days from the date the reader is informed of the availability of the book.

#### **16.7 PENALTIES**

- 16.7.1 Parents shall bear the responsibility for all penalties/liabilities incurred by their child/children.
- 16.7.2 Borrowers who contravene any of the provisions of the Children's Library Bye-laws may be suspended from the Library.
- 16.7.3 A penalty of RM1.00 will be charged for replacement of any lost or damaged tickets.

- 16.7.4 From the date a book has been reported lost the borrower is given a grace period of two (2) weeks within which to recover his book (s). He will be billed accordingly the cost of the book (s) when the loss is confirmed at the end of the grace period.
- 16.7.5 Borrowers may replace book (s) lost or damaged with exact brand new copies. Such replacement must be made within the grace period of two (2) weeks, given under Rule 16.7.4
- 16.7.6 A penalty of twenty (20) cents per day per book shall be imposed on all books not returned to the Library on its due date for a maximum period of thirty (30) days and at the end of this period the borrower will be billed the cost of the book (s) not returned.

## **17. FOOD AND BEVERAGE OUTLETS BYE-LAWS**

### **17.1 GENERAL RULES FOR FOOD AND BEVERAGE OUTLETS**

- 17.1.1 Playing of musical equipment including stereos is prohibited in all Food and Beverage outlets.
- 17.1.2 Dress code prohibits persons in bathing attire or slippers from entering any of the Food and Beverage outlets except for the Cabanas area.
- 17.1.3 Only dishes available on the Menu may be ordered and served.
- 17.1.4 Members shall not bring food or drinks into any Food and Beverage outlet without prior approval of the Food and Beverage Executive. Such approval shall in any case be limited to baby food or food for medical reasons only.
- 17.1.5 Members are not allowed to carry their food or drinks to areas other than where it was ordered from.
- 17.1.6 Tables in Food and Beverage outlets shall be used strictly for dining purposes only. The Food and Beverage Executive and Supervisor shall be empowered to ask the Member found contravening this Bye-law to leave the particular outlet.
- 17.1.7 Table reservations shall be accepted only for the Lila Sari and allocation of seats shall strictly be on a first come first served basis.
- 17.1.8 **MEMBERSHIP CARDS MUST BE PRODUCED BEFORE AN ORDER IS TAKEN.**

## 17.2 LILA SARI (CHINESE RESTAURANT) BYE-LAWS

17.2.1 The Lila Sari shall be opened as follows:-

	<b>Opening Hours</b>	<b>Last Order</b>
Tuesday to Sunday	6.30pm – 11.00pm	10.30pm
Monday	Closed	

17.2.2 The orders shall be taken no later than half an hour before closing time.

17.2.3 Dress code prohibits persons in shorts, slippers and other such extremely informal wear, from entering the Lila Sari except during dinner time on weekends and public holidays. During this period the dress code will be as the dress code for Kenanga Coffee House.

17.2.4 Persons in bathing attire or slippers are prohibited from entering into the Lila Sari.

17.2.5 Tables in the Lila Sari may be reserved by telephone. Reservations will be accepted on a first come first basis, and does not include choice of table.

17.2.6 Tables may be reserved by Members not more than four (4) days before the date of dining.

17.2.7 Maximum number of persons per reservation is limited to thirty (30).

17.2.8 A booking for table/tables not taken up ten (10) minutes after the reserved time will be deemed to have been cancelled without notice.

## 17.3 RAINTREE LOUNGE BYE-LAWS

17.3.1 The Raintree Lounge shall be opened from 9.00am to 11.00pm daily.

17.3.2 Persons in bathing attire are prohibited from the Raintree Lounge.

17.3.3 Last orders shall be accepted no later than forty (45) minutes before closing time.

17.3.4 There shall be no table reservations at the Raintree Lounge.

#### **17.4 KENANGA COFFEE HOUSE BYE-LAWS**

- 17.4.1 The Snack Bar at the Kenanga Coffee House shall be open from 9.00am to 12.00midnight daily.
- 17.4.2 Persons in bathing attire and slippers are prohibited from entering the Kenanga Coffee House.
- 17.4.3 Last orders for food shall be taken no later 10.45pm.
- 17.4.4 There shall be no table reservation at the Kenanga Coffee House.
- 17.4.5 Food service shall not extend to the bowling area proper, Slot Machines Room and Games Room. Only drinks and snacks may be served in these areas.

#### **17.5 SPORTS PAVILION SNACK BAR BYE-LAWS**

- 17.5.1 The Sports Pavilion Snack Bar shall be opened from 4.00pm to. 9.30pm daily.
- 17.5.2 Persons in bathing attire are prohibited from entering the Sports Pavilion Snack Bar.

#### **17.6 CERATING BANQUET HALL AND FUNCTION ROOMS BYE-LAWS**

- 17.6.1 Reservations for the Cerating may be made by telephone and will be accepted on a first come first served basis upon payment of a booking fee of RM500.00.
- 17.6.2 Reservations for the Cerating shall be confirmed by Members not less than seven (7) days before the date of use. Upon confirmation of reservation, a deposit equivalent of fifty (50) percent of the estimated food cost of the function shall be payable by the Member. All deposits shall be made by cheques, made out in favour of Kelab Raintree Kuala Lumpur.
- 17.6.3 A Member wising to cancel his reservation mist give notice to the club staff at least seven (7) days before the date of function, failing which the deposit equivalent to fifty (50) percent of the estimate food cost of the function shall be forfeited.
- 17.6.4 Charges for all private functions shall be on a per head basis with a minimum guaranteed number of persons. Where there is a short attendance, the host Member shall be charged for the agreed minimum guaranteed number of persons. Where there is over attendance, the host Members shall be charged for the actual number of persons.
- 17.6.5 Leftover food shall remain the property of the Club and may not brought out by the host Member or any other person.

- 17.6.6 It is the responsibility of the host Member or his spouse to ensure that his guests are confined within the Banquet Hall/Function Room where the function is held.
- 17.6.7 The use of the Cerating is free to Members provided the total food and beverage check exceed RM5,000.00, failing which charges for hire of the Cerating Banquet Hall/Functions Rooms shall be applicable at the prescribed rates.

## 17.7 KARAOKE LOUNGE BYE-LAWS

- 17.7.1 The Karaoke Lounge shall be opened as follows:-

	<b>Opening Hours</b>	<b>Last Order</b>
Tuesday to Sunday Friday/Saturday/Eve Public Holiday	5.00pm to 12.00mn	11.30pm
Monday	5.00pm to 1.00am Closed	12.30am

- 17.7.2 Last order shall be taken no later than half an hour before closing time.
- 17.7.3 Persons below the age of eighteen (18) are not allowed in the Karaoke Lounge.
- 17.7.4 Casually smart. Dress code prohibits persons in shorts, slippers, t-shirts with advertisement pronouncedly displayed, T-shirts without collars and other such extremely informal wear, from entering the Karaoke Lounge.

## 17.7 TERATAI BAR BYE-LAWS

- 17.8.1 The Teratai Bar shall be opened as follows:-

	<b>Opening Hours</b>	<b>Last Order</b>
Sunday to Thursday Friday/Saturday/Eve Public Holiday	12.00noon to 12.00mn	11.30pm
	12.00noon to 1.00am	12.30am

- 17.8.2 Last order shall be taken no later than half an hour before closing time.
- 17.8.3 Persons below the age of eighteen (18) are not allowed in the Teratai Bar.
- 17.8.4 Casually smart. Dress code prohibits persons in shorts, slippers, T-shirts with advertisement pronouncedly displayed, t-shirts without collars, and other such extremely informal wear, from entering the Teratai Bar.