

DANISH CLUB DANNEBROG INC

HOUSE RULES

1. Definitions:

- 1.1 The Club is the club premises at level 3/428 Little Bourke Street Melbourne and all the common property attached to this including rest rooms, lift, foyer and stairs.
- 1.2 These rules are house rules of The Danish Club and are supplementary to the general rules of The Danish Club.
- 1.3 The Committee of the Danish Club may make, amend and delete house rules as required.
- 1.4 Members are defined as current paid up members of any category of membership.

2 Opening hours

- 2.1 The Committee of The Danish Club will determine the opening hours of The Club and advise the members on the website and via newsletter, email or direct mail as needed.
- 2.2 No member shall enter or remain at The Club outside advertised opening hours except for specific purposes approved by The Committee.

3 Access

- 3.1 A membership card will be issued to each member.
- 3.2 An access card to The Club will be provided to each adult member.
- 3.3 Both cards remain the property of The Danish Club and must be returned upon request by The Committee.
- 3.4 Members are not allowed in the kitchen or any other area designated as staff only.
- 3.5 The private dining area may be used for pre-booked private functions, during which time access will not be permitted for other members.
- 3.6 The Danish Club may conduct functions from time to time during which time access to certain areas of The Club may be restricted for members not participating in those functions.
- 3.7 The Committee may grant temporary memberships for persons of Danish decent, who are not residents in Victoria, but are visiting for an extended period. Such memberships shall be valid for a maximum of 3 months. For periods longer than that a full membership must be in place.

3.8 The Committee may restrict the attendance to certain functions to adults only if the functions are considered unsuitable for persons under the age of 18.

4 Guests

4.1 Adult members may invite guests to The Club in accordance with the General Rules of The Danish Club.

4.2 All adult guests must be signed in at the reception, by the sponsoring member, before being allowed into any other areas of The Club.

4.3 Junior members may not sponsor or sign in visitors.

4.4 A member may sponsor and sign in a maximum of 5 guests on any given occasion, unless prior approval has been given by The Club manager or committee.

4.5 Other than spouses and children under 18 years, a member should not sponsor and sign in the same visitor more than 4 times per annum. If more visits are desired, the guest should be considered for membership.

4.6 Guests are not permitted to remain at The Club after the sponsoring member has left.

4.7 Members sponsoring guests to The Club are responsible for the conduct of their guests while they remain at The Club. Any misconduct of guests shall be deemed to be misconduct of the sponsoring member.

4.8 The Committee may suspend or limit the admission of guests to The Club at any function conducted by The Danish Club.

4.9 A member who has been removed from the membership of The Danish Club may not be brought into The Club as a guest.

4.10 The Committee may restrict the attendance to certain functions to adults only if the functions are considered unsuitable for persons under the age of 18.

5 Dress code

5.1 The dress code for The Club is “smart casual” and at the discretion of the staff or committee, a member may be requested to modify his or her attire to gain access to The Club

5.2 Shoes must be worn at all times and rubber thongs are not permitted.

5.3 Swimwear, beachwear, inappropriately revealing attire, excessively soiled work clothes and garments with offensive language, pictures or logos are not permitted.

- 5.4 On excessively hot days, dress shorts and sandals may be acceptable.
 - 5.5 Junior members and guests over the age of 15 must adhere to the general dress rules.
 - 5.6 Guests less than 15 years of age may be excluded from the general dress rules provided that they are dressed appropriately for their age.
 - 5.7 The committee may specify alternate dress code for any function or event conducted by The Danish Club.
 - 5.8 Staff must wear uniform whilst on duty. When not on duty they must adhere to the general dress rules.
- 6 Behavior
- 6.1 Behavior of staff, members and guests must be courteous and well mannered to enable all attendees to enjoy their visit in relative peace and suitable privacy.
 - 6.2 Excessively loud conversation or outbursts are not acceptable.
 - 6.3 Abusive or indecent language will not be tolerated.
 - 6.4 Physical confrontations or provocation will cause immediate ejection from The Club and may result in permanent expulsion from The Club.
 - 6.5 Club staff and committee members may request a member or guest to modify their behavior and eject any members or guests considered to behave inappropriately and are empowered to seek assistance from the police to enforce this.
 - 6.6 Gambling and raffles may not be conducted at The Club without the permission of The Committee who shall ensure that any appropriate approval is in place.
 - 6.7 Any complaints about staff, members or guests must be made in writing to The Committee.
 - 6.8 No smoking is allowed at The Club.
 - 6.9 Members and guests leaving The Club shall disperse quickly and quietly to avoid causing annoyance to neighbors.
 - 6.10 Credit will not be extended to any member or guest and all accounts must be settled on the day of consumption.
 - 6.11 At some stage The Danish Club may have facilities where amounts are prepaid and controlled by the membership card. No member will be allowed to exceed the prepaid amount.

7 Serving of alcohol

- 7.1 The Danish Club practices responsible serving of alcohol and reserves the right to refuse service to anyone.
- 7.2 Alcohol will not be served to any patron under the age of 18 and documentary proof of age may be required from anyone wishing to be served alcoholic beverages.
- 7.3 Staff is not allowed to consume alcohol while on duty, and members or guests are not permitted to offer or encourage alcohol consumption whilst they are on duty.
- 7.4 Alcohol will not be served and may not be removed from The Club outside license hours.

8 Entertainment

- 8.1 Games and other entertainment items are provided for members's enjoyment and these items may not be removed from The Club
- 8.2 The Danish Club staff members have the final say in the use and operation of the entertainment equipment
- 8.3 Damage to or loss of any games or equipment will be the responsibility of the causing member or the sponsoring member of a causing guest.
- 8.4 Only one electronic game will be allowed per console at the time, and it must be signed for by an adult member.
- 8.5 The Danish Club staff and committee will at their discretion determine the best use of any given entertainment facility at any given time.
- 8.6 At busy times the staff or committee members may impose time limits for each game user to ensure a fair share by all.
- 8.7 All audio visual equipment will be operated by Danish Club staff and may not be operated by members or guests.
- 8.8 Board games and toys are available for general use but must be supervised by the responsible member.
- 8.9 A billiard table is available in the private dining room and normal table manners apply.
- 8.10 Any player under the age of 15 must be supervised by an adult when playing.
- 8.11 Members shall have preference over guests in the use of The Club's entertainment and gaming facilities; and junior members must surrender use to a Member upon being given fair and reasonable request to do so.