

# HEIDELBERG COUNTRY CLUB

## HOUSE RULES

*Revised and Accepted by the Governing Board on February 23, 2016*

Members and guests are admonished and instructed to comply with the House Rules governing conduct on Club property. The governing Board has full authority and is required strictly to enforce the By-Laws, House Rules, and Governing Board Rules.

1. Any destruction or injury to property of the Club or other wise, shall be paid for by the person committing such injury and the amount shall be determined by the Governing Board.
2. Within six (6) months of the last election, the incoming Governing Board will conduct an In-house Audit of the previous year. Members in good standing will be encouraged to attend.
3. Any member or officer of the Club may be removed, suspended, or expelled from his/her office or from the Club or from both for any of the following causes:
  - (a) Dishonesty, immoral conduct at the club, intoxication, quarreling, or tending to reflect discredit on the Club.
  - (b) Violation of all or any part of the By-Laws or House Rules.
  - (c) Behavior unbecoming a member or guest endangering the reputation of the membership and/or the harmony of the Club, violation of the By-Laws, uncleanliness or immorality in or about the Club House, and discussing the personal affairs of the Club in public, is strictly prohibited.
  - (d) Being a nuisance to others, profane language, intoxication, or any other inappropriate behavior is strictly prohibited, and any member guilty of the same may be suspended from the Club until such time as the Governing Board may take further action.
  - (e) Any member whose membership has been suspended is not permitted on Club premises until such time as their membership has been reinstated. Any member found guilty by the Governing Board of offenses that revoke his/her membership or are permanently expelled from the club cannot reapply and are not permitted on the Club premises.
4. All complaints/ grievances should be presented to the Club steward in writing within seven (7) days of the alleged violation. Complaint/grievance forms are available at the bar or from the steward.
5. During normal club hours members are to enter the Club using the Club's main entrance. Members are to gain entry using their **Key Entry Membership Card**. Any member gaining entry to the club without the use of his/her Key Entry Membership Card must present his/her card upon being admitted when asked to do so by the proper authority.
6. Membership cards are not transferable and can be revoked for any cause at any time by the Governing Board as set forth by the By-Laws.

- (a) Lost membership cards can be replaced by the steward for a replacement cost of \$5.00.
- (b) A surviving spouse of a member in good standing, applying for membership in the year of their spouse's passing will be exempt from the payment of initiation fees and or dues for the current year. If accepted by the membership the applicant will become a member in good standing.
- (c) Any applicant being accepted as a new member in the months of October, November, or December will receive a new membership card for the following year free of charge.
- (d) The Governing Board at its discretion will make available Lifetime Memberships to the club's members. The Governing Board will establish the time period, cost, and the number of Lifetime memberships to be made available to the members. A Lifetime Membership will be referred to as a Platinum Lifetime Card; and will grant said member a lifetime membership and all the privileges being afforded to Gold Card members.
- (e) Employees fulfilling their probationary period and who wish to apply for membership will be exempt from paying any initiation fee.
- (f) A spouse of a member who wishes to apply for membership will be exempt from paying and initiation fee. *(Approved by General Membership at Feb. 26<sup>th</sup> 2002 general Membership Meeting).*

7. No alcoholic beverages will be dispensed between 3:00 a.m. and 7:00 a.m.

- (a) All members, guests, and employees must enter/exit by the main entrance of the clubhouse. All members and HCC employees (with the exception of the Steward, Members of the Governing Board, Office Staff, Janitorial personnel) must leave all club property by 3:30 a.m.
- (b) Employees of the HCC who are members of the Club will follow the guidelines of the employee handbook concerning the consumption of alcoholic beverages around their work schedule. Employees of HCC who are not members of the Club are not permitted to consume alcoholic beverages on the premises following their work shift. No employee leaving his/her shift can be considered as a guest of another employee or member.

8. Members in good standing may bring guests to the club at any time unless otherwise provided. Members are responsible for the conduct of their guests while in the club. Guests will not be permitted to purchase alcoholic beverages.

9. Should it become necessary for a member to leave the Club prior to his/her guest(s), the sponsor must request another member to assume responsibility for his/her guest(s). The steward and or club employee must be made aware of which member has accepted the responsibility of your guest(s) before you leave the Club.

10. All members and guests are to be appropriately dressed at all times; however, dress may be casual. Casual dress does not include muscle shirts. A muscle shirt will be defined as any shirt worn by a male that exposes the under arm area. The wearing of hats by members or guests is permitted in

bar area, pool table room, or outside patio only; with the exception of Catered Events or Special Events approved by the Governing Board. A hat is defined as a simple baseball cap with bill/rim. Hats must be worn forward-not sideways or backwards. Hats may not be placed on tables or bar when not being worn. The hat may not have lewd or offensive writing/image on it. And a dew rag is not considered a hat and may not be worn. Exceptions will be made for certain medical conditions, i.e. cancer, chemotherapy.

11. Minor children: **(All minors must be supervised)**

(a) Minor children of members in good standing and their guests will not be admitted unless accompanied by parent or legal guardian who shall be responsible at all times for their proper supervision and conduct while on club property.

“Proper Supervision”, as used in this clause, means the presence, on that portion of licensed premises where a minor or minors are present, of one person twenty-five years of age or older for every fifty minors or part thereof who is directly responsible for the care and conduct of such minor or minors are constantly within his sight or hearing. The presence of the licensee or any employee or security officer of the licensee shall not constitute proper supervision. --PLCB

(b) No minor will be served or consume alcoholic beverages on the premises of the Club. The member and/or Parents will be indefinitely suspended for any infraction of this rule.

(c) Minors will not be permitted to sit at the bar at any time and will not be permitted in the bar area.

(d) All children 12 or under of members and guests must leave the club property by 10 p.m.; unless there is a special occasion which will include but not be limited to birthday or anniversary parties, and catered events.

(e) No one under the age of 18 is permitted in Pool Room.

12. Persons visibly intoxicated in the judgment of the Steward, Barperson, and/or Doorperson will not be admitted. Service of alcoholic beverages to any individual may be suspended at the discretion of the Steward or Barperson.

13. No alcoholic beverages may be brought onto club property for consumption by individuals, nor may any alcoholic beverages be removed from the Club. Gifts of an alcoholic nature may not be opened or consumed on Club property. No food may be brought onto club property for consumption by groups or individuals without the prior approval of the Steward or the Governing Board. Groups wanting to use the kitchen equipment must have prior approval and may be asked for a security deposit. No club supplies are to be used without prior approval and clean up will be the responsibility of those whom permission was given. Members may bring food for personal consumption only on days when the kitchen is closed.

14. No subscriptions, tickets, or merchandise selling will be circulated or exposed, or advertisements displayed in the Club without the consent of the Governing Board.

15. No payroll checks will be accepted or cashed in the Club.

16. All vehicles are parked at the owner's risk/responsibility. The parking spaces are provided by the Club for the convenience of our members and guests. Please park so as to allow free movement of all other cars and move cars promptly when requested. Obey pavement markings, parking signs, and do not block fire lanes. Obey parking lot snow removal signs and/or directions.
17. You are requested to make as little noise or confusion as possible, especially on arriving or leaving the Club, particularly at night. Our good neighbors appreciate quiet.
18. Persons will not be permitted to smoke inside the building itself. Smoking is restricted designated areas outside the building. ~~be permitted to carry lighted cigars, cigarettes, and beverages while dancing.~~
19. Our employees are required to be courteous and polite to all members and their guests while enforcing the Club By-Laws, House Rules, and PLCB regulations. Please give them the same consideration.
20. If a club member voluntarily turns in his/her HCC membership card, implying they no longer wish to be a member of the club for whatever reason, will be considered as relinquishing their membership and will have their name removed from the club's membership roster immediately. In order to be reinstated as a member, they will have to reapply for membership as a new member in accordance with (ARTICLE X: BALLOTING OF NEW CANDIDATES) of the Club's By-Laws.