BYE-LAWS

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PART 1: GENERAL

1. MANAGEMENT

a. These Bye-laws should be applied in conjunction with the Club's Constitution. These Bye-laws may only be rescinded, amended or added to by the General Committee. They are binding on all members, their guests, Affiliate members, Day members and visitors to the Club.

b. All Bye-laws are to be strictly adhered to, and any violation is considered to be prejudicial to the interest of the Club for which appropriate disciplinary action may be taken as provided for in the Club's Constitution.

c. The Club's General Committee, Sub-Committees, General Managers and Managers are authorized to enforce these Bye-laws. The Disciplinary Sub-committee is empowered to take appropriate disciplinary action against those members, guests and visitors who violate the Bye-laws.

2. MEMBERSHIP CATEGORY

The following are the categories of Club membership:

a. i. Ordinary members
ii. Associate members
iii. Corporate members
iv. Affiliate members
v. Day members

b. Affiliate members shall be entitled to use the Club's facilities as agreed between the Club and the affiliated body.

c. Day members must pay the prescribed day membership fee and relevant facility booking fees before they can use the Club's facilities for that day.

d. Ordinary members or Associate members or Nominee of Corporate members who are leaving the country for a period of six (6) months and above may apply for Absent Membership subject to approval by the Club Management.

i. Absent members during such period of absence are entitled to use the facilities of the Club for a period not exceeding fourteen (14) continuous days for each year of absence or such other period as the General Committee may from time to time prescribe PROVIDED that the member shall notify the Club in writing of his intention to use the facilities of the Club at least three (3) weeks prior to his intended use.

ii. The spouse and children of the Absent members shall not be entitled to use the facilities of the Club during the period of absence, except during the fourteen (14) days period as referred in point (i) above. If the spouse and children use the facilities during the period the member is placed on the List of Absent Members other than during the fourteen (14) days period referred as in point (i) above, the spouse and children shall be deemed to be Day members of the Club and shall pay such fee as prescribed by the General Committee.

3. SUBSCRIPTIONS

All Corporate members, Ordinary members and Associate members are required to pay monthly subscription fees. Absent members are required to pay 50% of the monthly subscriptions during the period of absence.

Members who are in arrears in their subscription payment are liable to pay admin charges. Disciplinary action may be taken against these members which may take the form of temporary suspension of membership or termination of membership.

4. MEMBERSHIP AUTHENTICATION

a. Members must show their membership card when requested to do so by any member of the General Committee and Sub-committee or an authorized employee of the Club.

b. Members who are unable to show their membership cards, may be refused entry to the Club.

c. Membership cards are not transferable and must be returned to the Club upon termination of membership. Disciplinary action will be taken against members who misuse their membership privileges such as transferring their membership cards to non-members.

d. Affiliate members must show both their affiliation and membership card when requested. Affiliation cards are not transferable.

5. CHANGE OF ADRESS AND CONTACT NUMBERS

Every member of the Club shall inform the Management of any change of address and contact numbers.

6. GUESTS

a. Members who are at least 18 years of age are permitted to bring guests to the Club. Members introducing guests must ensure that they observe all rules, regulations and Bye-laws of the Club specifically those Bye-laws pertaining to guests, hereinafter prescribed.

b. Members shall be responsible for all costs and charges incurred by their guests and for the conduct and behaviour of their guest at all times.

c. Guests shall be asked to leave the Club’s premises by the General Manager or Divisional Managers if their behaviour and conduct cause annoyance to other members.

7. CORPORATE MEMBERS AND NOMINEES

a. Corporate members, their nominees and their guests shall at all times conduct themselves with decorum and observe the Bye-laws whilst on the Club's premises.

b. Corporate members shall be fully responsible for all costs and charges incurred by their nominees and behaviour of their nominees and their guests at all times.

c. A nominee shall be fully responsible for the conduct and behaviour of his guest at all times.

8. DOMESTIC HELP

a. Domestic help or chauffeurs may be brought to the Club by members for the purpose of minding young children, but such persons are restricted to the Swimming Pool area, The Promenade and Restaurant. They shall not be allowed in the Members' Lounge.

b. Domestic help or chauffeurs are not permitted to use the Club's facilities unless they have paid the prescribed day fee.

9. JUNIOR MEMBERS AND CHILDREN

a. Minors under the age of 18 years shall not be allowed to enter the Fruit Machine Room or be served alcoholic drinks or sign in guests.

b. Minors under the age of 18 years shall not be allowed into the Members' Lounge.

c. Members bringing children to the Club shall ensure that their children behave with proper decorum whilst they are in the Club. If any child should be unruly or cause annoyance to other members or otherwise misbehave, he/she may be asked to leave the Club by the General Manager or Divisional Managers.

10. PROBIHITIONS

a. Members shall not give any gratuity or money to any employee of the Club unless authorized to by General Committee.

b. Animals and pets shall not be allowed in the Club's premises or golf courses.

c. Club towels or toiletries shall not be taken out of the changing rooms.

d. No food or drinks other than that served by the Club can be brought into any part of the premises, except with special approval of the Club's Resort & Facilities Committee.

e. No person, other than a member of a committee is to censure any employee of the Club or give direction to the employees of the Club in respect of their duties.

f. No game or activity including but not limited to playing cards, dice and Chinese dominoes ("pai-gow") regardless of whether there is any monetary exchange, gain or benefit, shall be permitted on all open spaces on the resort's premises subject otherwise by the Bye-laws or the management on such terms and conditions it may implement from time to time. Any member and/or their family and/or guest who engages in such activity or is reasonably suspected or presumed to have done so shall be subjected to the disciplinary proceedings of the resort accordingly.

11. CONDUCT

a. Any member who breaches any of the Bye-laws shall be liable to be referred to the Disciplinary Committee.

b. The behaviour of children in the Club and its vicinity is the responsibility of their parents or adults accompanying them. Members are to ensure that children under their charges do not become a nuisance to other members.

12. ATTIRE

a. Members and their guests and visitors shall be appropriately attired when visiting the Club and using the Club's facilities. The accepted attire is shirt which must have sleeves with pants or shorts. In specific areas of the Club, shorts are not allowed.

b. Slippers, bare feet and wooden clogs are not allowed in the Club.

c. Swimming costumes should be confined only to the swimming pool and changing rooms and wet areas of the Promenade.

d. The following dress code will apply for the Golf Course:

- The appropriate attire for gentlemen is golf shoes, sports socks, tailored shorts, trousers and T-shirt with collar.

- The appropriate attire for ladies is golf shoes, sports socks, tailored skirts or skirts and T-short with collar.

- SAF uniform is not considered an appropriate attire for playing golf.

13. CARPARKS

a. All members shall display the Club's carpark label on the front windscreen of their cards and shall park their cars properly in the designated areas or as directed. Members are not allowed to park their cars in reserved parking lots.

b. Cars parked in reserved lots and unauthorized areas or parked in such a manner as to cause obstruction to traffic may be wheel-clamped. The owner shall have to pay a fee for release of the wheel clamp.

14. LIABILITIES

a. The Club shall not be liable for any loss or damage to any article or property brought into the Club's premises and carparks.

b. The Club shall also not be liable for any injury, damage or loss howsoever suffered or caused to any person whilst in the Club's premises and carparks.

c. Any member or his spouse, child or guest who breaks or damages any article or property of the Club shall pay for the cost of such damages or its replacement. The amount of such cost shall be assessed by the Resort & Facilities Committee whose decision shall be final.

d. The Club shall not be held liable for all claims, demands, costs and loss of life.

15. COMPLAINTS AND SUGGESTIONS

Complaints and suggestions shall be made in writing to the General Manager or Managers who shall submit then to the appropriate Sub-committees for consideration.

16. OTHERS

a. For security reasons, all members, guests and visitors are required to leave the Club premises by 12.15 am except for those staying in the bungalows.

b. No notices or placards (written or printed) shall be put in the Club without prior sanction of the General Manager.

c. No advertisements for the marketing of commercial products or services may be displayed in the Club's premises without the prior approval of the General Manager.

PART 2: FACILITIES

1. BILLIARDS

Fees

Fees are chargeable for use of the billiards tables on an hourly basis.

Bookings

a. An advance booking of up to a maximum of seven (7) days is permitted for Ordinary, Associate, Corporate and Affiliate members. All bookings maybe made by phone or in-person between 9.30 am and 8.00 pm daily. Bookings shall be accepted on a first-come-first-served basis.

b. A grace period of 10 minutes is allowed for late commencement of play. Booking will be deemed as cancelled if the member fails to use the table after expiry of such period and thus the table will be allocated to others on the waiting list.

c. No play can commence until the fee is paid at the Main Lobby Reception.

d. Bookings by Day members will be allowed after payment of the Day Membership charges and booking fees, subject to the availability of the tables.

e. Bungalow pass holders are permitted to make bookings upon presentation of their valid bungalow pass.

Guests

A member (who shall be at least 18 years of age) may introduce not more than two (2) guests at any one time.

Prohibition

Smoking and eating is prohibited in the Billiards Room. Drinking is allowed only outside the carpeted area in the Billiards Room. Players executing a stroke must have at least one foot on the floor.

Age Restriction

Billiards Room access is permitted only those who are 16 years old and above. However, children aged 12 to 15 years old are permitted to enter only when accompanied by an adult who shall be responsible for their behaviour and for all damages, if any.

Attire

Dress code shall be smart casual with shirt neatly tucked in. No singlets, shorts (except knee-length Bermudas), slippers or sandals are allowed in the Billiards Room.

General

a. The Resort & Facilities Committee may appoint a Billiards Convenor to look after the interest and activities of the billiards and snooker players with the help of co-opted members to form a billiard club.

b. The Club Management may reserve the table for the purpose of holding tournaments, inter-club matches or for Club functions.

c. The Club Management and Billiards Convenor are authorized to enforce these Bye-laws and are empowered to warn players of infringement and when deemed necessary, to request the players to leave the room or Club's premises.

d. Players play at their own risk. The Club shall not be responsible or liable for nay injury, damage or loss howsoever suffered or caused in the Club's premises.

e. Members shall be responsible for all damages, including those by their guests. The costs would be ascertained by the Club.

2. BOWLING

Rates

The following categories of rates apply:

- NSRCC Members
- Guests
- Bungalow Pass Holders
- SAFRA Members
- Public

a. The rates are subject to be reviewed and amended by the Club at any time.

b. NSRCC Members' rates is applicable to holders of NSRCC membership cards (Ordinary, Associate and Corporate members, including spouse and junior members) and Affiliate members only. Spouse and children who are not members are not entitled to members' rates.

c. Members can introduce guests to bowl at guests' rates. The privilege to introduce guests applies only to Ordinary members, Associate members, Corporate members, spouse members and junior members. The member must accompany his guests at all times during play.

d. Holders of valid bungalow passes are entitled to guests' rate. Bungalow pass holders are not permitted to sign in any guests.

Advance Bookings

a. Both members and non-members can make bookings up to seven (7) days in advance.

b. Members are allowed to book up to three (3) lanes per membership card during off-peak periods and two (2) lanes per membership card during peak periods. Lane numbers will be allocated upon arrival and adjoining lanes cannot be guaranteed. Non-members can only book one (1) lane per person in advance.

c. The Club can allocate other bowlers to join any group or any lane during peak periods. The Club can assign up to a maximum of six (6) persons per lane at any time.

d. One (1) day notice is required for cancellation of advance booking. Otherwise, the booking will be treated as a “no-show”. Bowlers who have incurred three (3) “no-shows” in a 12-month period will be prohibited from making any advance booking for the next six (6) months.

e. All bowlers must check-in on time. A grace period of 10 minutes from booking time would be given for all bowlers, after which the lane would be released to other bowlers in the queue.

Walk-In Bookings

The Club will allocate lanes on a first-come-first-served basis and can assign up to a maximum of six (6) persons per lane at any time.

Prohibition

a. Children below five (5) years old shall not be allowed to bowl. Those between five (5) and 12 years old must be supervised by an adult at all times.

b. The following are prohibited – swimwear, running shorts, singlets, bare feet, wet and sweaty attire.

c. No other footwear, except proper bowling shoes, can be worn at the approach area. Socks must be won with house shoes at all times. House shows may not be worn in the rest room or outside the Bowling Centre.

d. Bowlers shall not go beyond the foul line demarcation to retrieve the balls stuck in the gutter. Only staffs are authorized to assist bowlers. No one shall walk on the lanes.

e. Food not purchased from the Bowling Centre café is prohibited in the Bowling Centre.

f. Smoking and gambling are prohibited in the Bowling Centre.
g. Drinking and eating are prohibited beyond the scoring tables.

h. Bowlers are not to rectify any machine fault. Malfunction of any bowling equipment must be brought to the attention of the staff of the Bowling Centre.

i. Practice throws are not permitted. A charge per frame at the prevailing rate will be imposed for infringement.

General

a. A member shall be fully responsible for the conduct and behaviour of the children and guests he brings to the Bowling Centre. He shall be liable to the Club for any damage or injury caused by the child and his guest and shall keep the Club fully indemnified and discharged of any claim, action, or demand arising from the child's or guest's action.

b. The Club has the right to enforce rules and is empowered to warn and ask bowlers who make a nuisance of themselves and causing disturbance to other bowlers to leave the Bowling Centre and the Club's premises.

c. The Club Management has the right to reserve bowling lanes for leagues, tournaments or clinics.

d. The Club reserves the right to close any lane for repairs.

e. The Club shall not be liable for any mishap, injury, loss or damage incurred by bowlers during or after the game.

f. The Club reserves the right to amend the Bye-laws when deemed necessary.

Etiquette

a. Bowler shall exercise due consideration to others.

b. Bowlers shall not use anyone else's bowl without permission.

c. When two (2) bowlers are ready to stand on the approach, the bowler on the left shall give way to the player on the right.

d. Bowlers shall give way to any player on an adjacent lane who is ready to bowl.

3. FITNESS CENTRE

Fees

The Fitness Centre will be for use of Ordinary, Associate, Corporate, Affiliate members and bungalow pass holders only. There will be no charge for the use of the Fitness Centre.

Guests

An Ordinary, Associate or Corporate member, who shall be at least 18 years of age, may sign in not more than two (2) guests at any time. Each guest will be charged a nominal entrance fee. Members are required to sign in the registration book and fill in the particulars of the guests using the Fitness Centre.

Attire

a. Members and guests are required to be in proper attire, in sports outfit when using the Fitness Centre.

b. Only running shoes or cross trainers may be used in the Fitness Centre.

c. Shoes shall have non-marking rubber soles. Spiked or leather soled shoe and golf shoes are strictly prohibited.

Prohibition

a. Drinking, eating or smoking is prohibited in the Fitness Centre.

b. Only children aged 15 years old and above are allowed into the Fitness Centre.

c. Children aged 12 to 14 years are allowed entry only if they are supervised by an adult.

General

a. Members and guests using the Fitness Centre do so at their own risk. The Club shall not be responsible or liable for any injury, damage or loss howsoever suffered or caused in the Club's premises.

b. The Resort & Facilities Committee may appoint a Fitness Centre Captain to look after the interest of the members with the help of co-opted members to form a fitness club.

c. The Club Management may reserve the Fitness Centre for purposes of holding Club events.
d. The Club Management, Fitness Instructor and Fitness Centre Captain are authorized to enforce these Bye-laws and are empowered to warn users of infringement and when deemed necessary, to request users to leave the Fitness Centre or Club's premises.

4. FRUIT MACHINE

Entry

Only Ordinary, Associate and Corporate members are allowed to enter the Fruit Machine Room with the proof of membership and identity cards. Persons under the age of 21 years are strictly prohibited.

Bonus

The Club Management reserves the right to limit the amount of on-the-spot cash bonus payment. The balance of the bonus would be paid the next working day.

Attire

Dress code should be smart casual. No singlets, shorts (except Bermudas) or slippers are allowed in the Fruit Machine Room.

General

a. Upon hearing the announcement for the closing of the day, members are to make arrangement to end their games.

b. The Club Management will not be responsible for any theft/loss or injuries sustained by anyone in the Fruit Machine Room.

c. The Club Management reserves all discretionary rights to refuse admission to any person without assigning any reason.

d. Smoking is strictly prohibited in the Fruit Machine Room.

e. An advance reservation of fruit machine is not allowed.

f. Players are given a grace period of 10 minutes to reserve the machine that they are playing. The Club Management may at its own discretion, allocate the machine to another player once the grace period is over.

5. SQUASH

Fees

Fees are chargeable for use of the court on an hourly basis.

Booking

a. Advance bookings up to a maximum of seven (7) days are permitted for Ordinary, Associate and Corporate members. All bookings may be made by phone or in-person between 9.30 am and 8.00 pm daily. Bookings shall be accepted on a first-come-first-served basis.

b. No play can commence until the fee is paid at the Main Lobby Reception.

c. A grace period of 10 minutes is allowed for late commencement of play. Booking will be deemed as cancelled if the member fails to use the court after expiry of such period and thus the court will be allocated to other bookings. For such “no-shows”, the booking fee still applies.

d. Bookings by Day members will be allowed after the payment of Day Membership charges and booking fees, subject to the availability of court.

Guests

A member (who shall be at least 18 years of age) may introduce not more than two (2) guests at any one time.

Attire

a. Players shall be attired in T-shirts, shorts and socks which shall be clean and presentable. Tank-tops or singlets are not allowed.

b. Shoes shall have non-marking rubber soles. Spiked or leather soled shoes are strictly prohibited.

Prohibition

a. Drinking, eating or smoking is prohibited within the squash court.

b. Only non-marking balls are permitted to be used.

General

a. The Resort & Facilities Committee may appoint a Squash Convenor to look after the interest of the squash players with the help of co-opted members to form a squash club.
b. The Club Management may reserve the court for the purpose of holding the tournament, inter-club matches or for Club functions.

c. The Club Management and Squash Convenor are authorized to enforce these Bye-laws and are empowered to warn players of infringement and when deemed necessary, to request players to leave the court or Club's premises.

d. Players play on the Club's court at their own risk. The Club shall not be responsible for liable for any injury, damage or loss howsoever suffered or caused in the Club's premises.

6. SWIMMING

Fees

There is no charge for Ordinary, Associate, Corporate and Affiliate members as well as bungalow pass holders using the pool. Members (who shall be at least 18 years of age) may sign in a maximum of two (2) guests. Day members are allowed to use the pool after having paid the Day Membership charges.

Attire

a. No person is allowed to swim or sunbathe unless wearing proper swimming attire acceptable to the Club Management.

b. Footwear is prohibited in the "No Footwear Area" of the pool.

c. Floppers are not to be worn or taken into the pool.

d. All flotation devices are prohibited in the adults' pool. However, kickboards are permitted only under supervision.

Discipline

a. Swimmers must take a shower and use the foot-bath before entering the pool.

b. Anyone suffering from open wound infections or contagious diseases shall not use the swimming pool.

c. No “horseplay” or ball games are allowed in the pool and its surrounding areas.

d. Smoking, eating or drinking is prohibited in the pool and “No Footwear Area”.

e. Swimmers are to leave the pool during heavy thunderstorms or when instructed by the Club Management.

f. No child is allowed in the swimming pool area except in the company of an adult. Any adult bringing a child into swimming pool area accepts full responsibility for the child’s safety. Domestic help may accompany children to the wading pool are only. However, children are not to be left in their sole charge.

General

a. In these Bye-laws, the swimming pool shall include the children’s wading pool, wet play area and adults’ pool.

b. The Club Management may reserve the swimming pool for the purpose of holding tournaments, inter-club matches or Club functions.

c. The Club Management is authorized to enforce these Bye-laws and is empowered to warn users of infringements and where appropriate, to request users to leave the pool or Club’s premises.

d. Notwithstanding any other Bye-laws, the Club will not be responsible

   i. For any accident whether fatal or otherwise, to members, members’ family, guests or their family and Day members.

   ii. For any personal belongings or other effects of members, members’ family, guests or their family and Day members, left in the swimming pool area or in the Club’s premises.

   iii. Pools shall be closed on scheduled days/time for cleaning. The Club Management reserves the right to close the pool for cleaning at any time if the need arises.

7. TENNIS

Fees

Fees are chargeable for use of the court on an hourly basis.

Booking

a. Advance bookings of up to a maximum of seven (7) days are permitted for Ordinary, Associate and Corporate members. All members may be made by phone or in-person between 9.30 am and 8.00 pm daily. Bookings shall be accepted on a first-come-first-served basis.

b. A grace period of 10 minutes is allowed for late commencement of play. Booking will be deemed as cancelled if the member fails to use the court after expiry of such period and thus the court will be allocated to other bookings. For such “no-shows”, the booking fee still applies.

c. No play can commence until the fee is paid at the Main Lobby Reception.
d. Bookings by day members will be allowed after payment of Day Membership charges and booking fees, subject to the availability of courts.

Guests

A member (who shall be at least 18 years of age) may introduce not more than two (2) guests at any one time.

Attire

a. Players shall be attired in T-shirts, shoes and socks which shall be clean and presentable. Tank-tops or singlets are disallowed.

b. Shoes shall have non-marking rubber soles. Spiked or leather soled shoes are strictly prohibited.

Prohibitions

Drinking, eating or smoking is prohibited within the tennis courts.

General

a. The Resort & Facilities Committee may appoint a Tennis Convenor to look after the interest and activities of the tennis players with the help of co-opted members to form a tennis club.

b. The Club Management may reserve the courts for the purpose of holding tournaments, inter-club matches or Club functions.

c. The Club Management and Tennis Convenor are authorized to enforce these Bye-laws and are empowered to warn players of infringement and when deemed necessary, to request the players to leave the court(s) or Club’s premises.

d. Players play on the Club’s courts at their own risk. The Club shall not be responsible or liable for any injury, damage or loss howsoever suffered or caused in the Club’s premises.

8. FUNZONE (GAMES ARCADE)

Entry

There is no charge for entry into the Funzone. Tokens for playing of video games can be purchased at the redemption counter. Use of pool and games table is chargeable on a per game basis.

Prohibition

Smoking, eating or drinking is prohibited in the Funzone. Members/guests with swimwear or bare feet are not allowed to enter the Funzone. Players shall not abuse or damage the machines in any way and are liable for all damages caused to equipment during play.

General

The Club Management is authorized to enforce these Bye-laws and is empowered to warn members, guests or visitors of infringement and when deemed necessary, to request them to leave the Funzone or Club's premises.

9. KARAOKE

Fees

Fees are chargeable for all persons aged 12 years and above based on members' and non-members' rate. Children below 12 years old must be accompanied by an adult at all times.

Bookings

a. Members can make bookings up to seven (7) days in advance. Non-members can make bookings up to six (6) days in advance.

b. Members and non-members are allowed to book a maximum of one (1) room only at any time.

c. A minimum number of people is required per room, depending on the room size:

   i. Cosy Room – min. 4 people
   ii. Deluxe Room – min. 6 people
   iii. Premier Room – min. 8 people

d. For walk-in bookings, the Club will allocate rooms on a first-come-first-served basis, subject to group size and room availability.

e. Payment must be made at the Reception before any karaoke session can commence. Refunds will not be entertained once a session has commenced.

Extension

Extension requests are subject to room availability.

Prohibition

a. Smoking is prohibited at the Karaoke Centre.
b. Outside food and drinks are prohibited at the Karaoke Centre.

c. Alcoholic drinks are only allowed to be consumed in the karaoke rooms.

d. Users shall not abuse or damage the equipment in any way and are liable for all damages caused to equipment during the karaoke session.

e. Users shall not rectify any equipment fault. Malfunction of any equipment must be brought to the attention of the Karaoke Centre's staff.

General

a. A member shall be fully responsible for the conduct and behaviour of the children and guests he brings to the Karaoke Centre. He shall be liable to the Club for any damage or injury caused by the child and his guest and shall keep the Club fully indemnified and discharged of any claim, action or demand arising from the child's or guest's action.

b. The Club Management is authorized to enforce these Bye-laws and is empowered to ask any users who infringe the rules or Bye-laws, or make a nuisance of themselves and causing disturbance to others to leave the Karaoke Centre and the Club's premises.

c. The Club may reserve the Karaoke Centre for purposes of private functions and holding Club's events.

d. The Club reserves the right to amend the Bye-laws when deemed necessary.

10. THE PLAYROOM (CHILDREN'S PLAYROOM)

a. Users are to remove their footwear before entry.

b. Adults are required to supervise their children at all times.

c. The Club shall not be responsible for any injury to users of The Playroom.

d. Users may be asked to leave The Playroom if they fail to abide by the Bye-laws, abuse the equipment or if they cause a nuisance to other users.

PART 3: BUNGALOWS

1. BOOKING

a. Applicants must be 21 years old and above at the time of booking.

b. Advance booking of up to six (6) months for members or spouse members (five (5) months for non-members) is allowed.

c. Booking hours are; -

   i. At the Bungalow Reception: 9.00 am to 7.00 pm daily
   ii. Online (Internet) Booking: 24 hours daily

d. Reservations can be made through phone, fax or in-person, from 9.00 am to 7.00 pm. Only members can confirm a booking through phone or fax. Reservations by non-members are confirmed only upon full payment and $100.00 deposit within three (3) days of reservation. Otherwise, the reservation would automatically lapse.

e. Definitions of various periods:

   i. OFF-PEAK PERIOD – Monday to Thursday
   ii. PEAK PERIOD – Friday to Sunday (including eve of public holidays & public holidays)
   iii. SUPER PEAK – School holidays

f. Booking must be for a minimum of two (2) nights for all periods. For peak and super peak periods, booking is restricted to maximum of two (2) bungalows at four (4) nights each. Members who exceed this restriction will pay relevant non-member's rate for subsequent units.

2. RENTAL FEE AND DEPOSIT

a. Please contact the Bungalow Reception for the latest rates.

b. Non-members must make full payment (including a $100.00 deposit) to confirm a booking.

c. All payment must be made in Singapore currency by cash, NETS or credit card.

d. For any "no-show" on check-in date, full bungalow rental fees will be charged to the member's monthly statement of account. Non-members will not receive refund of rental which has been prepaid.

e. The Club reserves the right to vary the rental and deposit rates at any time it deems fit.

3. AMENDMENT OF BOOKING

a. Amendment of booking can be made provided adequate notice is given. Minimum notice to be given are as follows:

i. At least 14 days before arrival date (for peak/super peak periods);
ii. At least seven (7) days before arrival date (for off-peak period).

b. 10% administrative charge based on the previous booking rate applies for any amendment.

c. If advice of amendment is not received within the specified time as stated in Clause 3(a), the amendment shall be treated as last minute cancellation, and shall be subjected to conditions stated under “Cancellations”.

d. Applicants may amend their booking in-person at the Bungalow Reception or by phone between 9.00 am and 7.00 pm daily.

e. Booking is non-transferable.

4. CANCELLATIONS

a. Applicants may cancel their bookings in-person at the Bungalow Reception between 9.00 am and 7.00 pm daily or through the phone.

b. Cancellations are subject to the following Charges and Conditions:

CANCELLATION CHARGES	50% OF BUNGALOW RENTAL FEES	20% OF BUNGALOW RENTAL FEES
PEAK/SUPER PEAK PERIODS	Notice given 14 days or less prior to arrival date.	Notice given more than 14 days prior to arrival date.
OFF-PEAK PERIODS	Notice given seven (7) days or less prior to arrival date.	Notice given more than seven (7) days prior to arrival date.

c. The Club reserves the right to reject any application and to cancel any booking, and shall not be liable for any damages claimed to arise from the rejection or cancellation.

5. CHECK-IN AND CHECK-OUT TIMES

a. Check-on time is from 2.00 pm to 7.00 pm daily. Applicants are allowed to authorize another person aged 21 years and above to check-in on their behalf.

b. Check-out time is between 9.00 am to 10.00 am. A half day rate is chargeable for check-out between 11.00 am to 12.00 pm. A full day’s charge will be levied on occupants who check-out after 12.00 pm. Applicants are

also allowed to authorize another person to check-out on their behalf. Authorized check-out guests are responsible for all charges/bills and have to settle them upon check-out.

c. Applicants are required to complete the Authorization Form for a guest to check-in and check-out on their behalf.

6. CHECKING OF BUNGALOW INVENTORY

a. Occupants are advised to conduct a self-check and acknowledge the inventory list upon check-in and to report any discrepancies and damages to the Customer Service Office at Bungalow Reception **within two (2) hours upon check-in.** Otherwise the Club Management shall consider all items accounted for and in good condition.

b. Upon check-out, a joint inventory check will be conducted by the Housekeeping Supervisor with the Occupant.

7. OCCUPANCY

a. A maximum of eight (8) persons are permitted to stay overnight in each bungalow.

b. Gathering of not more than 20 people in each bungalow is allowed but all guests other than the eight (8) registered guests must leave the bungalow by 11.30 pm.

8. RENTALS

a. The following items are available for rental at the Bungalow Reception:

i. Mattress with Linen/Pillow/Blanket	$2.00	per day
ii. Charcoal (3 kgs)/5 Starters/1 Matchbox	$2.00	per set
iii. 8 Skewers/Wire Mesh (set)	$2.00	per day
iv. 1 Chair	$1.00	per day
v. Iron & Board set	$1.00	per day

b. Bookings for any of the above items can be made upon check-in. All items are available on a first-come-first-served basis.

c. Occupants will have to pay for the replacement or repair cost if any of the rental items are lost or damaged.

9. RESTRICTIONS

a. After 11.30pm, Occupants must maintain the peace and serenity within and around the bungalow.

b. Illegal gambling, rental or tables/chairs from outside and barbecuing/cooking in the bungalows or any additional fixtures are not allowed. Possession and viewing of uncensored/illegal video tapes/LDs and VCDs are prohibited.

c. Decorations for the celebrations of birthday, wedding, festive holidays and wake are not allowed in and out of the bungalows.

d. Pets are not allowed within the premises of the Club.

e. Occupants and guests are to comply with the Bye-laws, rules and regulations in and around the Club.

f. Overseas telephone calls made by Occupants are charged at the prevailing Singapore Telecom rates and payable upon check-out.

g. Occupants are not allowed to do any unauthorized electrical wiring or install any private audio/visual facility in the bungalow.

h. Occupants are not allowed to wear spiked golf shoes in or around the bungalow premises.

i. Dress code applies for entry to Club's facilities.

10. DAMAGES

a. Upon check-out, the housekeeping staff will check the inventory of the bungalow with the Occupants.

b. Occupants will have to make good for items which are damaged or lost. For non-member, payment will be deducted from their deposit. Payment will be made according to replacement or repair cost.

c. For booking by non-member:-

When claiming the refundable deposit, the Housekeeping Clearance Form, official receipt and identity card of the Occupant must be presented to the Customer Service Officer at the Bungalow Reception.

11. INDEMNITY OF CLUB MANAGEMENT

a. The Club Management shall not be held responsible for any loss of valuables, money or personal effects of Occupants.

b. The Club Management shall not be held responsible for any injury or accident sustained by Occupants during their stay at the bungalow.

12. RIGHTS OF CLUB MANAGEMENT

a. The Club Management reserves the rights to charge Occupants for cost of replacement or repairs to damaged or lost items provided for in the bungalow.

b. The Club Management reserves the right to vary the deposit and charges and to amend any other rules or regulations at any time it deems fit.

c. The Club Management reserves the right to take appropriate actions (including shortening the duration booked without refund of rental) against any Occupant who infringes the rules, regulations or Bye-laws or to disallow any Occupant whom it deems undesirable into the bungalow premises. The Club Management shall not be liable for any damages therefrom.

PART 4: GOLF

1. DEFINITIONS

Dangerous Play & Causing Damage

a. Taking a stroke when the players in front are clearly NOT out of range.

b. Failure to shout “fore” upon hitting a wayward shot which is likely to hit other golfers on the course.

Causing Wilful Damage to the Course/Property

Green

a. Dragging the feet on the Green thus causing damage to the putting surface of the putting surface of the Green.

b. Chipping, pitching or swinging the club on the putting surface of the Green, thus causing damage.

c. Walking over or stepping on the edge of the cup and damaging it.

d. Driving buggy onto the Green or the collar and damaging the Green or the collar.

Tees

a. Defacing, striking the sign boards or sandboxes thus causing damage.

b. Practicing chipping/pitching thus causing divots on the tee-box area.

Water Sprinkler

a. Striking the water sprinkler instead of taking a free-lift

Distance Marker

a. Striking the distance marker instead of taking a free-lift.

Fairway

a. Failure to repair divots

b. Driving buggy onto areas indicated by GUR (Ground Under Repair) signs or white lines.

c. Driving buggy onto bunkers

d. Entering and making a stroke or practice swing causing damage to flowerbeds or marked trees.

Buggy

a. Driving buggy onto rough area resulting into buggy knocking into trees/shrubs and causing damage to buggy.

b. Unsafe handling of buggy (e.g. parking buggy on slope causing it to slide down slope/into pond).

c. Improper use of buggy by placing foot onto windscreen, dashboard, etc, thereby damaging the buggy.

d. Defacing or striking the buggy.

e. Inappropriate positioning of buggy resulting in buggy being hit by golf balls or golf clubs.

f. Driving buggy over sprinklers thus causing damage to the sprinklers.

2. RULES OF GOLF

The game of golf shall be played in accordance with the rules adopted by the Royal and Ancient Golf Club of St. Andrews (R&A), the United States Golf Association (USGA), the Singapore Golf Association (SGA) and National Service Resort & Country Club's local rules.

3. ETIQUETTE OF GOLF

a. All players shall observe Section 1 of the Rules of Golf of R&A and such rules as the Greens Committee may decide from time to time.

b. All players shall exercise due care on the course and shall repair divots, repair ball marks, rake bunkers to remove their foot prints and observe safety first at all times. Whenever possible, they shall let faster players overtake and play through. All players shall also observe and comply with all local rules on golf etiquette as the Greens Committee may decide from time to time.

c. Slow Play. All players shall play without undue delay. Nine (9) holes should be completed in 2 hours 10 minutes, inclusive of breaks. If they fail to keep pace on the course, the flight following should be allowed to pass or they may be required to proceed to the next hole. On a Par-3 hole, the following flight shall be on the T-box when the front flight is on the green. On a Par-4 or Par-5 hole, the following flight should be on the T-box before the front flight has moved towards the green after their second shot.

4. POWERS OF THE COMMITTEE

a. The General Committee shall have full power and control over all areas of the Club, including, without limitation, golf courses, practice tees and other practice areas, may open, close or reserve the same, whether particular classes of play, for particular periods otherwise, as it deems fit.

b. The General Committee may delegate any or all of its powers relating to the use of golf courses, practice or other areas to the Club Captain, Golf Manager or particular member of the Greens Committee.

c. The General Committee may, after due inquiry, suspend member from playing golf for any period of time if it is of the opinion that the conduct of the member warrants action be taken.

d. The Greens Committee shall not substantially alter salient features or characters of a hole on the golf course without first obtaining the approval of the General Committee and then displaying the full particulars of approved alteration on the Club notice board for a reasonable period of time.

e. The Club Captain or in his absence the Vice-Captain or Golf Manager shall have the absolute discretion to vary control of golf play and the starting times.

5. COURSE ATTIRE

a. All players shall be suitably attired when playing on the Club's courses. The official of the Club shall have the power to stop any player from playing if he/she is not properly attired.

b. The appropriate attire for men shall be golf shoes with soft spikes, sports socks, tailored shorts or trousers and T-shirt with collar.

c. The appropriate attire for ladies shall be golf shoes with soft spikes, sports socks, tailored shorts or skirts and blouse or T-shirt with collar.

d. Tank-tops, singlets, jogging shorts and all other forms of attire are not allowed.

6. GUESTS

a. A member (who shall be at least 18 years of age) may sign in a maximum of three (3) guests at any one time.

b. Only guests with a valid and current golf handicap recognized by the Club are permitted to play golf. It is the responsibility of members introducing guests to ensure that the guests have such golf handicap.

c. No guests will be allowed to play on Saturday afternoons at SAFRA Resort course except with the permission of President, Club Captain or the Golf Manager. However, guests may be allowed to play at Kranji Sanctuary Golf Course on Saturday afternoons except on Medal events, and subject to the terms and conditions, which may be implemented or stipulated by the Club from time to time.

d. A member introducing a guest must play with the guests. It is the member's responsibility to ensure that the guest is properly signed in. He must also ensure that the appropriate green fees and buggy fees are paid.

e. Guests shall at all times conduct themselves with decorum and observe courtesy and rules of etiquette whilst on the golf course and the Club's premises. The Club reserves the right to refuse play to any guests without having to assign any reasons.

f. The member shall be responsible for the behaviour and conduct of his guests at all times.

7. CORPORATE MEMBERS AND NOMINEES

a. A corporate member, his nominees and their guests shall at all times conduct themselves with decorum and observe courtesy and rules of etiquette whilst on the golf course and the Club's premises. The Club reserves the right to refuse play to any nominees (and/or their guests) of the corporate member without having to assign any reasons.

b. A corporate member shall be fully responsible for the conduct and behaviour of its nominees and their guests at all times.

c. A nominee shall be fully responsible for the conduct and bahaviour of his guest at all times.

8. JUNIORS

a. Juniors below the age 14 years may not play on the Club's course unless they have a valid and current golf handicap recognized by the Club or Proficiency Certificate issued by the Club and are accompanied by an adult member who has a valid and current golf handicap recognized by the Club.

b. Junior golfers above the age of 14 years, more than 1.4 meters tall and with the written consent of their parent or accompanying adult golfer may apply for the Club's permission to drive buggies. Parent(s) must also sign an Indemnity Form (see Annex G) before the junior golfer is allowed to drive on the golf course.

9. GREEN FEES

a. Except when waived or reduced by the President, all players shall pay the appropriate green fees and buggy fees. The green fees and buggy fees may be changed from time to time by the General Committee.

b. No refund of the green fees and buggy fees shall be allowed to any player except when play has been stopped or suspended before the player has played a ball from the teeing ground.

10. PRIVATE COMPETITIONS

a. The Golf Manager, in consultation with the Club Captain may allow the Club's course to be booked for private competitions or group play on terms and conditions stated in Annex A and Annex B.

b. Members making the booking shall be required to play all necessary booking fees, green fees and charges, including cancellation fees if sufficient notice is not given. All bookings shall be made at least two (2) weeks in advance.

c. Members who booked the Club's golf course for private competition or group play shall be responsible for the conduct, behaviour and all fees and damages incurred by the players. All players must have a valid and current golf handicap recognized by the Club and shall observe the regulations lay down by the Club.

11. BOOKINGS, CANCELLATIONS AND LATE FOR TEE-OFF

Bookings/Cancellations of the flight or slots by members shall be in accordance with the booking procedures as stated in Annex B

12. CONTROL OF PLAY

a. All players must be registered with the golfing counter at least 15 minutes before their respective tee-off time. They must follow the directions of the Course Marshals or Club Officials.

b. The member who books a flight shall be responsible for the flight and to ensure that all players in the flight turn up on time.

c. All players must tee-off punctually and play without delay. All players shall declare to the golfing office at the time of signing in, the number of holes they intend to play and shall check to ensure that the course tickets are issued correctly. They shall play only the number of holes as stated on their course tickets. Players who which to play 18 holes when they have signed only for 9 holes play shall obtain a new course ticket before they continue to play on the next 9 holes.

d. 9-hole play is not allowed in the mornings on the weekends and public holidays except for early bird slots viz 7.01 am and 7.08 am.

e. Weekday's 9 holes morning game commences from 7.01 am to 7.57 am.

f. Play shall be restricted to players with valid and current golf handicap recognized by the Club.

g. On weekends and public holidays, play shall be restricted to players with HI 24.4 and below for men and HI 36.4 and below for ladies.

h. Players with HI 24.5 to 36.4 (for men) and 36.5 to 40.4 (for ladies) and holders of Proficiency Certificate issued by the Club may only play on weekdays and from 4.30pm onwards on weekends/public holidays. Holders of Proficiency Certificate issued by other clubs shall not be allowed to play on the Club's course.

i. Players with golf handicaps index of more than 18 shall not be permitted to tee-off from the blue tees except with the prior approval of the Club Captain, or in his absence, the Vice-Captain or Golf Manager.

j. A player whose name does not appear on the time-sheet shall not be allowed on the Club's course during the time specified unless he is taking the place of a player whose name appears on the time-sheet or there is a vacant slot on the time-sheet.

k. For weekends and public holidays, a minimum of three (3) players are required in a flight. If a flight is left with two (2) players and they are unable to get another person to join them, the Club officials shall have the discretion to fill up any vacant slots or that flight shall be cancelled. A flight with two (2) players is permitted only on weekdays. However, the Club Officials shall have the discretion to fill up any vacant slots and pair individual golfers on the time-sheet.

l. Players wishing to play two (2) rounds of 18 holes on the same day may book for both rounds of 18 holes with the second 18 holes subject to the approval of the Club Captain or Golf Manager.

m. The Club may in its absolute discretion without prior notice or assigning any reason suspends or modifies the Control of Play.

13. CLOSURE/SUSPENSION OF PLAY

a. The Club Captain or in his absence the Vice-Captain or Golf Manager or an Executive staff approved by the General Committee may in their absolute discretion and without assigning any reasons close the course or any part of it.

b. All players shall discontinue play immediately and seek proper shelter at the club house when the closure siren is sounded. Play shall resume only after the resumption siren is sounded. The closure siren shall be activated by Club Officials.

c. No player shall continue play when the course is closed or resume play before the course is reopened for play.

d. All players from the morning session who are unable to crossover and tee off before 11.45 am must cease play after 9 holes.

e. All players from the morning session must complete their game by 2.15 pm, failing which they shall cease play and make way for the afternoon players.

f. All players who fail to crossover, i.e. complete 9 holes or les will be compensated in accordance to the rain check policy as stated in Annex C.

g. One of the courses will be closed for maintenance on every Monday (whole day). When Monday is a public holiday, the maintenance day will change to the next day (Tuesday).

14. CLUB HANDICAPPING

a. The golf handicap of members will be based on the USGA Handicap System subject to local handicap reductions recommended by the SGA and approved

by the Greens Committee. Members' handicap index shall be published on NSRCC website for peer review.

b. A member shall return a score card every time he plays a round of 18 holes at any golf course and the following information should be inserted on the score card about each round:

   i. Member's name and Club Membership number
   ii. Member's golf handicap
   iii. Date round was played
   iv. Name of course
   v. 18 holes score
   vi. Course rating

c. Every score card returned must be signed by the member concerned and the marker. For handicapping purposes, the Greens Committee will accept score cards up to a maximum of five (5) uncompleted holes per round of 18 holes. Any uncompleted hole should be clearly marked.

d. The golf handicap of a member who declares the Club as his home club will be recorded in the Handicap Register maintained by the Club which is updated monthly. A member's golf handicap shall be revised monthly thereafter.

e. The Greens Committee may at its discretion revise (upwards or downwards) or suspend the Club handicap of any member at any time.

f. The golf handicap of any member which has been adjusted by the Greens Committee as a result of his performance at any Club competition will remain as adjusted for a period of three (3) months, or until the computer handicap is identical or lower, upon which the member's golf handicap will revert to the computer handicap.

g. Any member who designates the Club as his home club and who has a valid and current golf handicap shall be entitled on request, to be issued with a Club Handicap Certificate stating his handicap signed by the Golf Manager of the Club. Any other member who does not designate the Club as his home club will not be issued with a Club Handicap Certificate and his scores will not be computed. Instead his score shall be sent to his home club for computation.

15. HANDICAPPING PROCEDURE

a. In order to obtain a golf handicap, a member must pass the following tests:

   i. The Proficiency Certificate (PC) Test (Practical)
   ii. Rules of golf Workshop
   iii. The Courtesy Round

b. The Proficiency Certificate (PC) Test (Practical)

i. To be eligible to apply for the PC Test (Practical), a member must register with the Club's Driving Range and be certified by the Club's Teaching Professional (Pro) that he has attained an acceptable level of proficiency.

ii. Upon certification by the Club's Pro, a member may sign up for the PC Test (Practical) and play four (4) holes under the supervision of the Club's Pro. A fee of $35.00 will be charged for the PC Test (Practical).

iii. Upon passing the PC Test (Practical), a member may register for the Rules of Golf Workshop. A member is NOT permitted to go onto the golf course until he has attended the Rules of Golf Workshop.

iv. PC Test (Practical) participants who arrive after the test has commenced, shall not be allowed to take the test. The PC Test (Practical) fee of $35.00 shall be forfeited and an administrative surcharge of $10.00 shall be imposed on the member. This surcharge shall also be imposed on participants who failed to turn up without giving prior notice.

v. The validity of PC Certificates is for two (2) years.

c. Rules of Golf Workshop

i. The Rules of Golf Workshop comprises a golf workshop and written test conducted by members of the Greens Committee, once in six (6) weeks. The Committee reserves the right to cancel, postpone or adjust the interval of the workshop. The session will last about three (3) hours.

ii. On the day of the Workshop, members will be given instructions on the proper conduct of a golf game, basic rules of golf and care of the golf course. There will also be a question and answer session on the Rules of Golf.

iii. Registration starts at 5.30pm and the workshop will commence at 6.00 pm sharp. Participants who are more than 5 minutes late will not be permitted to attend the workshop.

iv. The prevailing Golf Workshop fee is published on the NSRCC internet website. The fee shall be forfeited if participants fail to turn up without giving at least 72 hours prior notice or who are more than 5 minutes late.

v. Participants who do not attend the workshop without valid reasons will only be allowed to re-register after three (3) months.

vi. A member may register for the Rules of Golf Workshop before taking the PC Test (Practical).

vii. Upon passing the PC Test (Practical) and completion of the Rules of Golf Workshop, a member shall be issued with the Proficiency Certificate.

d. The Courtesy Round

i. Members are required to submit 5 scorecards for the games played at NSRCC to qualify for a courtesy round.

ii. Qualified members may apply for the courtesy round at the golf reception on a first-come-first-served basis.

iii. An appointed member from the Club Officials, Greens or Handicap Committee will take the members through the courtesy round.

iv. Upon completion of the courtesy round, Handicap Committee shall issue Handicap Index (HI) or modified ("M") HI based on the assessment of play.

v. Unsuccessful candidates may apply for the re-test after two (2) months.

vi. A candidate who cancels his test by giving more than 24 hours notice loses his place and joins the end of the waiting list of candidates. If notice of cancellation given is less than 24 hours, the candidate will have to re-apply to re-sit for the test.

vii. The prevailing courtesy round fee is published on the NSRCC internet website. The fee shall be forfeited if participants fail to turn up without giving at least 72 hours prior notice to the Club. Candidates who arrive after the test has commenced shall not be allowed to take the test and will have to re-apply for the test. The Courtesy Round fee shall be forfeited.

e. Fees

All fees are subjected to change and if feasible, members will be notified.

16. DESIGNATING A HOME CLUB

a. The Club will recognize golf handicap issued by any golf club which is affiliated to the National Golf Associate of that country. A member using a golf handicap issued by a foreign golf club must show proof that the club possesses such affiliation.

b. A member who possesses more than one Singapore Golf Club membership shall designate one of them as the authority for his handicap. If he has more than one current handicap, he shall declare the lowest for the purpose of playing and during competitions.

c. If a member wishes to designate the Club as his Home Club he shall complete Annex E and submit the transfer form with the following details:

i. His last 20 scores from his current Home Club and his current handicap.

ii. Original letter from his current Home Club signed by the Captain/Club Manager and endorsed with the club's official stamp certifying that he is a bona fide member of the club.

iii. It is also compulsory for the member to attend the Rules of Golf Workshop.

17. HANDICAP REDUCTION FOR ALL COMPETITIONS

Captains of SGA Affiliated Clubs are authorized to revise the handicaps of golfers belonging to SGA Affiliated Clubs, when they played well in competitions at their Club, subject to a maximum reduction based on their handicaps.

Reduction of:

One (1) stroke for scores 3 below the Course Rating
Two (2) strokes for scores 4 below the Course Rating
Three (3) strokes for scores 5 below the Course Rating
Four (4) strokes for scores 6, 7, or 8 below the Course Rating
Five (5) for strokes for scores 9 or more below the Course Rating

NOTE:

The above is applicable to all competition irrespective of whether they are Clubs or Private Competitions. Captains are further authorized, at any time, to revise the handicaps of their Club members if they feel that the golfers are playing better than their current handicaps. Such revisions will be frozen for three (3) calendar months or until such time when the golfer' current handicap index is equal to or lower than their frozen index.

Handicap Control

For handicap from 0 to 5

Maximum Reductions is 1 per competition.
Maximum Allowable increase in the Handicap per 12 months is 1.

For handicap from 6 to 10

Maximum Reduction is 2 per competition.
Maximum Allowable increase in the Handicap per 12 months is 2.

For handicap from 11 to 15

Maximum Reduction is 5 per competition.
Maximum Allowable increase in the Handicap per 12 months is 3.

For handicap from 16 and above

Maximum Reduction is 5 per competition.
Maximum Allowable increase in the Handicap per 12 months is 4.

18. CLUB COMPETITION

a. Stroke competitions shall include "PAR" and "Stableford" competitions and the qualifying rounds of other competitions in which match play is not involved.

b. Eligibility for Club competitions shall be opened to all members (unless otherwise stated in the conditions of competition) with a recognized golf handicap of 24 and below for men and 36 and below for ladies.

c. The entrance fees for all competitions shall be decided by the Greens Committee in consultation with the Management.

d. In scratch competitions to be decided by match play, the Greens Committee shall have the right, at its discretion to seed players.

e. Competitors taking part in a Club competition shall have priority on the course and others playing must permit competitors to go through.

f. The dates, times and courses for all competitions shall be fixed by the Greens Committee.

g. In competitions in which a draw is made, no competitor may, unless the Club Captain or his representatives otherwise decides, play at a time other than that fixed by the Greens Committee.

h. A competitor in any competition who fails to appear on the starting tee at the appointed time or when called, shall be disqualified and his entrance fee shall be forfeited and a surcharge equivalent to the amount of the entrance fee be further imposed and he shall be precluded for a period of two (2) months from entering any competition of the Club in which a draw is made, unless 48 hours prior written notice has been given by the member to the Club or an explanation in writing satisfactory to the Club Captain is given.

i. After the entries are closed in any competition and a draw is made, no further entries will be accepted.

j. Before the start of a competition, competitors must provide themselves with a score care and sign their names as competitors in the manner provided for and must comply with the requirements of the competition.

k. The scores shall be recorded during the course of play and the score card countersigned by the player's opponent or a marker appointed by the Greens Committee.

l. In competitions extending over more than one day, the Greens Committee may at any time on the first day declare play cancelled if it considers that the course is not playable or that insufficient light renders the proper playing of the game impossible. If, however, play is not declared cancelled on the first day, but the course is closed on any subsequent day, the competition may be decided on the play that has already taken place.

m. In all competitions involving individual stroke play, players shall return their score cards, whether completed or not at the conclusion of play.

n. In match play competitions, if a match finished all square, play shall continue until a hole is won.

o. Ballsweeps shall be held on such competitions and upon such conditions as the Greens Committee may decide, either in respect of the whole competition or in respect of either of either nine (9) holes thereof. A competitor disqualified from a competition shall also be disqualified from the ballsweeps.

p. In the event of a tie in stroke play competitions, the Club's countback system shall apply.

q. In competitions requiring sudden death playoffs, the playoff shall commence from the first tee or any other tee that the Greens Committee so determines.

r. If a player belongs to more than one club and has golf handicap in more than one club, he shall have to play off from the lowest handicap. All golf handicaps used shall be current golf handicaps and the onus shall be on the player to declare his current golf handicap.

s. No competition shall be held except with the permission and under the control of the Greens Committee.

t. The Greens Committee's decision in all competitions will be final.

19. GOLF BUGGIES

a. The use of golf buggies for play on the course (except the Executive Par-3 Golf Course) is compulsory.

b. Players shall pay the required fees for the use of the golf buggies. The General Committee shall have the authority to adjust, amend, reduce or waive such fees as it deems fit.

c. Allocation of golf buggies to players shall be at the sole discretion of the Club officials. Players shall check for damage to the buggy and inform the steward of any defects. At the end of the game, players shall return the buggy to the steward who will check for any damage accepting it.

d. The Club may restrict the golf buggies to the paved buggy path for such periods as it deems fit. All players shall observe buggy restriction to buggy path when such rule is in force.

e. When restriction is not in force, all players shall ensure that they do not drive over soggy areas or ground under repair (GUR) to avoid damaging the course.

f. All players shall observe the traffic regulations and directions on the course and park within the designated parking areas. They are to avoid going into rough and hazard areas.

g. All players shall be required to take good care of the golf buggies in their charge. Any player breaking or damaging the Club's buggy shall pay the Club the cost of making good the damage. The amount of such cost shall be assessed by the Club and a certificate from the Golf Manager to that effect shall be final and conclusive.

h. Any player who wilfully causes damage to the buggy or who continues to use the buggy after it was damaged thus causing further damage to the vehicle shall besides making good the damage, be subjected to disciplinary action.

i. Junior golfers above the age of 14 years, more than 1.4 meters tall and with the written consent of their parent or accompanying adult golfer may apply for the Club's permission to drive buggies. Parents (s) must also sign an Indemnity Form (see Annex G) before the junior golfer is allowed to drive on the golf course.

j. No more than two (2) players and two (2) golf bags are allowed to be carried on a golf buggy at the same time. All players must be seated. Standing on the side or tailboard, sitting on the mudguard or fenders, placing of foot or golf shoes agains windscreen, etc. are prohibited.

k. All players shall use the buggies in the proper manner intended. Hill brakes must be applied before leaving the buggy. Safety first must be observed. Driving with paddle is to be avoided. Avoid using the accelerator pedal to balance the buggy on slope as it can burn the motor.

l. Buggies are prohibited in the following areas:

   i. Tee-boxes
   ii. Bunkers
   iii. Sprinkler heads
   iv. Flower beds
   v. On/around the green
   vi. On the apron
   vii. On the fairway between the string laid on the fairway and the green
   viii. In the carpark
   ix. All par-3 holes fairways

20. DISCIPLINE

a. A member who is issued with three (3) written warnings within a period of six (6) months for failing to repair divots, ball marks or rake bunkers and remove footprints in bunkers after play or damaging the turf on fairways and greens (other than in the cause of playing a stroke) or is guilty of slow play shall be referred to the Disciplinary Committee.

b. Course Marshals are empowered to issue written warnings (Annex F) to players.

c. Any member who breaches any of the Bye-laws contained herein may be referred to the Disciplinary Committee.

d. Any player who cases damage to Club property on the golf course may be referred to the Golf Manager or Executive to cease play immediately.

21. COURSE COURTESY

a. Avoid dangerous play. Commence playing your shot only when the players in front are clearly out of range.

b. Prior to playing a stroke or making a practice swing, the player should ensure that no one is standing close by or in a position to be hit by the club, the ball or any stones, pebbles, twigs or the like which may be moved by the stroke or swing.

c. The player who has the honour should be allowed to play before the opponent or fellow-competitor tees his ball.

d. No one should move, talk or stand close to, or directly behind the ball or the hole when a player is addressing the ball or making a stroke.

e. In the interest of all players, they should play without delay.

22. DRIVING RANGE

a. All players must be properly attired. The appropriate dress code for men comprises of sports or golf shoes with soft spikes, sports socks, tailored trousers or shorts and a T-shirt with a collar. As for ladies, sports or golf shoes, sports socks, tailored shorts or skirts and a collared T-shirt are required. Tank-tops/singlets or jogging shorts are not allowed.

b. All guests/visitors shall pay the required day fee before commencement of play.

c. Children below the age of 12 years are not permitted at the Driving Range unless they are under the supervision of their parents or an adult.

d. Safety must be observed at all times.

e. All play shall be from the driving pads only.

f. All players shall observe rules in force on the day of play.

g. Only balls provided by the Driving range are permitted.

h. Removal and carrying away of any range balls from the Driving Range are prohibited.

23. BUNKERS/CHIPPING PRACTICE AREA

a. All players must be properly attired. The appropriate dress code for men comprises sports or golf shoes with soft spikes, sports socks, tailored trousers or shorts and a T-shirt with a collar that is tucked in. As for ladies, sports or golf shoes, sports socks, tailored shorts or skirts and a collared T-shirt are required. Tank-tops/singlets or jogging shorts are not allowed.

b. Safety first when using the practice bunkers must be observed at all times. Practice shots shall be directed away from other users of the practice green, carpark, etc.

c. All players must smoothen, rake and level footprints and depressions made by them immediately on completion of use of the practice bunkers.

d. All players shall pitch or chip from outside the Green on the pitching green. Actual pitching or chipping on the Green is prohibited.

24. PUTTING GREEN

a. All players must be properly attired. The appropriate dress code for men comprises sports or golf shoes with soft spikes, sports socks, tailored trousers or shorts and a T-shirt with a collar that is tucked in. As for ladies, sports or golf shoes, sports socks, tailored shorts or skirts and a collared T-shirt are required. Tank-tops/singlets or jogging shorts are not allowed.

b. Only putting shall be permitted on the putting green.

c. Pitching or chipping onto the putting green is prohibited.

d. Range balls are not allowed to be used on the putting green.

e. Children are not allowed unless practising putting under parental/adult supervision.

25. PROHIBITIONS

a. Players shall not share clubs during a round of golf. Any player who does not have the proper clubs will not be permitted to tee-off.

b. Players shall not use range balls on the course.

c. No animal or pet shall be allowed on the golf course, chipping and putting green, driving range and other practice areas.

d. The use of radios, tape recorders, video cameras and other similar equipment on the golf course, in buggies, practice area is prohibited except with the written approval of the Golf Manager.

e. Littering is strictly prohibited.

f. Spiked shoes should not be worn where such restriction is in place.

g. Players shall not abuse any of the Club’s staff. Any complaints about the Club’s staff shall be directed to the Golf Manager.

h. Non-players are not allowed on the golf course unless approval is obtained from the Golf Managers. They are also required to play for green fees and buggy fees unless it is waived.

i. Players are not permitted to drive their buggies to the carpark and unload their golf bags. They are to adhere to the buggy directional signs.

26. UNAUTHORIZED COACHING

Unauthorized coaching is strictly prohibited and no Golf Professionals shall be permitted to give lessons at the Driving Range, chipping and putting green or on the course unless prior approval has been obtained from the Club.

Annex A

APPLICATION TO HOLD A PRIVATE GOLF COMPETITION AT NSRCC

MINIMUM / MAXIMUM NUMBER OF PLAYERS

1. Please note the number of players required to host an event below:

	Weekday	
	Minimum	Maximum
Timesheet Start	4	136
Shotgun Start	128	144

DAYS ALLOWED

2. Private Golf Events are allowed only on **weekdays.** Should a Public Holiday fall on a weekday, no private event will be allowed.

BOOKING FEE

3. **The booking fee is non-refundable once the confirmation email has been sent and shall not be offset against any other expenses incurred**.

No. of golfers	Changi	Kranji
4 to 39 (Timesheet)	$300.00	$300.00
40 to 60 (Timesheet)	$500.00	$400.00
61 to 136 (Timesheet)	$700.00	$500.00
128 to 144 (Shotgun)	$2,000.00	$1,500.00

4. All booking fees quoted are per location for 18holes.

SERVICES PROVIDED

5. The following services will be provided subjected to the Rules & Regulations for Private Golf Events:

Services	Timesheet	Shotgun
Preparation of labels for scorecards	✓	✓
Name tags and tagging of golf bags	✓	✓
Arranging golf bags to respective buggy	✓	✓
Provide flags and drawing lines for novelty Events	✓	✓
Providing flight leader to lead golfers to respective starting holes	X	✓

✓ = Included, X = Not-Included

OPTIONAL SERVICES

6. Optional Services are also available for your event.

a. Computer Scoring	$200.00*
b. Markers for Novelty Events	$80.00 per marker/session
c. Additional Buggy (subjected to approval)	$50.00 per buggy

* 1 set of scores will be provided for standard stroke play or stable ford or Callaway 36 only. If additional scoring format is required, additional charges will apply.

GREEN FEES & BUGGY FEES

7. The following fees (inclusive of Green Fees & Buggy Fees) will be charged to participants as below:

WEEKDAYS	Changi	Kranji
Ordinary & Basic Member	$33.00	$30.00
Family Member	$38.00	$35.00
Corporate Member	$22.00	$22.00
Non Member	$132.00	$102.00

FOOD & BEVERAGE ARRANGEMENTS

8. NSRCC offers sumptuous catering from In-House Non-Halal caterers, and appointed external Halal caterers to meet your dining needs. Please contact our Event Management Team (events@nsrcc.com.sg) for more details

TAXES

9. All rates are subjected to prevailing 7% GST.

1. COURSE BOOKING FEE & OTHER FEES

1.1 The Course Booking Fee must be submitted with the Application Form (Annex A). A confirmation email will be sent to you once the booking has been approved.

1.2 The booking fee is non-refundable once the confirmation email has been sent and shall not be offset against any other expenses incurred.

1.3 Optional Service is available and request can be submitted together during the booking of the event. Please refer to Corporate Rates for fees.

2. STARTING & REPORTING TIMES

Format	Morning	Afternoon
Timesheet Start	7:15 am (7mins intervals)	12:01 pm (7mins intervals)
Shotgun Start	- NA -	1:30 pm

2.1 Timesheet Start - All players must report to starter 10mins before their starting time.

2.2 Shotgun Start – All players must be positioned at their respective buggies 15mins before the starting time.

3. HANDICAP CONTROL & TEE BOX & PACE OF PLAY

3.1 The organizer is responsible to ensure that all participants of the competition possess valid and current official golf handicaps recognized by the Club. The handicap control is as follows:

a) Men - 36.4 and Below - White Tees
b) Ladies - 40.4 and Below - Red Tees

3.2 Handicap certification must be produced upon request.

3.3 Competitors who are found NOT PROFICIENT in golf will be stopped from further playing on the course.

3.4 Maximum time of 18holes play is 4hours and 30mins (average 4hours 15mins). The organizer shall ensure that NSRCC pace of play guideline shall be observed by each player in order to avoid undue delay and slow play

4. DRAWS

4.1 Draw-list must be submitted to National Service Resort & Country Club (Changi or Kranji Sanctuary Course whichever applies) at least three (3) days before the competition. Please send draw list via email in EXCEL format to golfing@nsrcc.com.sg.

5. ORGANISED MEAL ON THE DAY OF COMPETITION

5.1 The NSRCC appointed caterer must be engaged for any meals consumed at the club.

6. ADVERTISEMENT

6.1 Only banners (14ft (L) x 4ft (H)) or A-signs (10ft (L) x 3ft (H)) related to the event are allowed to be displayed at the Club House and on the 1st and 10th Tee-Boxes. Any other advertisements are to be cleared by the Club's management.

6.2 A maximum of 1x banner and 2x A-signs are permitted. Additional A-signs may be permitted subjected to management approval for Hole in One (HIO) prizes.

6.3 The organizer shall be responsible for putting up the advertisements and related signage before the event and removing advertising material off the club premises immediately after the competition without damaging the Club's property. A fee of $500.00 will be imposed if NSRCC is required to remove the advertisements or other signage. Signage and other waste material must not be disposed on NSRCC premises.

6.4 The organizer shall compensate NSRCC for any damages to the club's property.

7. DRESS CODE

7.1 All participants must observe the following dress code:

7.1.1 The appropriate attire for MEN should be golf shoes, sports socks, tailored shorts, trousers and a shirt or collared 'T' Shirts.

7.1.2 The appropriate dress for LADIES comprises golf shoes, sports socks, tailored shorts or skirts and a collared blouse/'T' Shirt.

8. NOVELTY EVENTS

8.1 The following novelty events can be coordinated with the Golfing Office:

8.1.1 Hole-In-One

8.1.2 Nearest the Line

8.1.3 Nearest the Pin

8.1.4 Longest Drive

8.2 NSRCC can assist to engage markers / helpers to manage novelty events at the prevailing rate on a per marker basis.

8.3 All novelty events must be confirmed two weeks (14 days) before the event date. For appointment to mark the pin position, the organizer/insurance agent must contact Golf Division 1 week (7 days) in advance. For an appointment with greens keeper, please call Changi @96372625 or Kranji @81255577.

9. HALF-WAY HOUSES

9.1 Refreshment is available at the Half Way houses. The organizer is to advise if the purchases are to be billed to the master bill or paid by the individual golfer on the spot.

10. LOCKERS

10.1 Lockers are available in both male and female changing rooms. Competitors may be required to pay a refundable deposit for the use of the lockers. The issue of lockers will be on a first-come-first-serve basis. A replacement fee of $42+GST will be imposed for the loss of locker keys.

11. CAR PARK

11.1 NSRCC has limited car park lots. Thus, reservation of car park lots must be approved by the Golf Manager. Organizers should brief all participants against parking dangerously or obstructing traffic.

11.2 Parking charges are $2.15 per entry per vehicle on weekdays.

12. BILLING

12.1 The organizer shall be responsible for the full payment of all fees and charges including the deposit, green and buggy fees, food & beverage charges and compensation for damages to NSRCC's property at the end of the event.

13. CANCELLATION AND POSTPONEMENT OF COMPETITION

13.1 Intention to cancel a booking or change the number of flights or date of event must be given in writing by the organizer at least 10 days before the golf event. However, the following forfeiture will apply:

Conditions	Forfeiture
Management's decision to close the course due to unforeseen circumstances	Full Refund
Once confirmation email has been sent	$300.00
Less than ten (10) days' notice	Full Booking Fee
Less than three (3) days' notice	Full Booking Fee Plus Green Fees & Buggy Fees

13.2 The organizer cannot cancel the event on the actual day of competition on the basis of temporary course closures caused by inclement weather. The event must commence as soon as the courses are open for play.

14. COURSE CLOSURE

14.1 The course shall be declared closed if it is considered unplayable due to inclement weather or any other reasons at the discretion of the Management.

14.2 The following applies for inclement weather

Time-sheet Play

14.2.1 The course closes before any golfer tees-off and the closure continues for more than 2 hours resulting in all golfers not being able to play at all. This applies to games held both in the morning and afternoon.

- Waiver of all Green Fees, Buggy and Computer Scoring Fees.
- There will not be any refunds for Booking Fee and Markers for Novelty Games Fees.

14.2.2 The course closes after some golfers have teed-off and the closure continues resulting in some golfers not being able to play at all.

- Green Fees & Buggy Fees applies for golfers who have started their game.
- Waiver of green & buggy fees for golfers who are not able to start play.
- There will not be any refunds for Booking Fee and Markers for Novelty Games Fees.

Shot-gun Play (Afternoon Session)

14.2.3 The course closes before any golfer tees-off and the closure continues for more than 2 hours resulting in all golfers not being able to play at all.

- Waiver of all Green Fees, Buggy and Computer Scoring Fees.
- There will not be any refunds for Booking Fee and Markers for Novelty Games Fees.

14.2.4 The course closes after golfers have started their game but are not able to complete the 18 holes due to inclement weather.

- Green Fees & Buggy Fees will be charged for all golfers.
- There will not be any refunds for Booking Fee and Markers for Novelty Games Fees.

14.4 The organizer will not be entitled to any waiver if he chooses not to proceed with tee-off after the course re-opens. This applies for both time-sheet and shot-gun play.

14.5 Rain check policy is not applicable in private events/competitions.

15. NO-SHOW

15.1 The golf department should be notified of any amendment to the flights 48 hours in advance. Golfers who are absent on the day of tournament will be deemed as "no-show".

15.2 For time-sheet play, once the flights are confirmed, full Green Fee & Buggy Fees will be billed for all "no-show" on the day of the tournament with reference to location.

15.3 For shot-gun play, full Green Fee & Buggy Fee will apply for the minimum guaranteed number of golfers (see "Minimum / Maximum Number of Players for Shotgun Start" at point 1 of the "Application to Hold a private Golf Event – Corporate Rates" form on page 1). Any numbers short of the minimum guaranteed number of golfers will be treated as "no-show". Full green and buggy charges will be billed for all no-show with reference to location.

16. BUGGY DAMAGES

16.1 The organizer shall check and report any damages upon taking delivery of any golf buggies.

16.2 The organizer shall accept liability for any damages and the repair costs. In a case of damages, the organizer shall make a pre-payment of $2,000.00 per buggy. If the repair cost is less than $2,000.00, NSRCC will refund the difference. If the repair cost is more than $2,000.00, the difference shall be reimbursed by the organizer to NSRCC upon receipt of invoice.

17. INDEMNITY

17.1 The organizer accepts and agrees that NSRCC shall not accept liability or responsibility for any injury, death and/or damage caused or attributable to causes beyond the control of the Club (including but not limited to terrorist acts). NSRCC specifically disclaims any liability for personal injury, death and/or property loss and/or damage to all relevant persons and their respective properties caused or attributable to causes beyond the control of the Club or its premises or facilities or any closure of the same time.

18. OTHERS

18.1 The organizer will be held responsible for the conduct of his participants on and off the golf course.

18.2 Spectators and photographers are prohibited from entering the golf course unless authorized by the management of NSRCC.

18.3 NSRCC reserves the right from time to time to revise all the charges, terms and condition of competition without prior notice.

Name of Event: _____

Date of Event: _____ No of Players: _____

Guest of Honor: _____

Contact Person: _____ Contact Number: _____

Mailing Address: _____

Name of Company: _____ Email: _____

EVENT DETAILS

Preferred Course		Preferred Session		Preferred Starting Format	
Changi	❒	Morning	❒	Timesheet	❒
Kranji	❒	Afternoon	❒	Shotgun	❒

FORMAT OF PLAY

Stroke play ❒ | Stable ford Points ❒ | System 36 ❒ | Others ❒ _____

NOVELTY EVENTS

Hole in One ❒ | Nearest The Pin ❒ | Nearest The Line ❒ | Longest Drive ❒

OPTIONAL ITEMS

Computer Scoring ❒ | Novelty Event Markers ❒ | Additional Buggy ❒

FOOD & BEVERAGE

Yes ❒ | No ❒ | Master Billing ❒ | Individual pay ❒

The application must be submitted with the Course Booking Fee paid by way of a crossed cheque made payable to "**National Service Resort & Country Club".** A confirmation email will be sent to you once your booking has been approved. Please note that the Club Captain or Club Management has the absolute discretion whether to accept or reject the application.

I, the undersigned agree to comply and bound by all rules as stated on Page 1 to Page 7 of the Application To Hold A Private Golf Course Booking Form stipulated by National Service Resort & **Country Club and am responsible and liable for actions of the participants of the event in connection with the organization of the above competition, a copy of which has been given to me.**

_____	_____	_____
Name of Applicant & Signature Designation:	NRIC or Membership No. (if applicable)	Company Name & Stamp

Date : _____

Annex B

BOOKING AND CANCELLATION PROCEDURES

1. GENERAL

1.1 Control of Play shall be by the time-sheet maintained by the Club everyday of the week.

1.2 All bookings are not transferable.

1.3 **Substitution of Name:**

A member who has booked a flight is not permitted to have his own name changed to that of another member unless an administrative fee of $30.00 is paid.

1.4 **Cancellation Procedures and Administrative Charges:**

a. A member who has booked a flight shall be accountable for all charges or cancellation in that flight. Members wishing to cancel a flight should provide notice of 72 hours before the scheduled time of play, failing which an administrative fee will be levied accordingly for each flight, i.e. $144.00 for weekends/public holidays and $44.00 for weekdays; and

b. Any cancellation that results in less than three (3) players in a flight for weekends/public holidays only shall be treated as cancellation of the entire flight. An administrative surcharge of $144.00 will be levied on the member who booked the flight.

1.5 Any member who cancels flights booked by him on three (3) occasions in a period of six (6) months may be referred to the Disciplinary Committee.

1.6**Refund:**

Any member who fails to produce the guest's document, i.e. Reservist/NSmen Handbook, or Smartcard, during checking-in shall be charged "signed-in guests" rate. However, a refund is allowed provided the member produces his guest's document by 12.00 pm the next day. No refund will be made after the deadline.

2. WEEKENDS AND PUBLIC HOLIDAYS

2.1 The booking of weekend and public holidays slots (for games on the following week) is opened eight days in advance (based on eight days Rolling System). Only members with valid and current handicap recognized by the Club may book the slots. PC holders are allowed to book the time slots from 4.30 pm to 5.12 pm play only.

2.2 Booking in-Person and through the Internet for golf games on weekends (following Saturday, Sunday and Public Holiday) is opened eight days in advance (based on eight

days Rolling System). The booking office remains open daily from 9.30 am to 5.00 pm. Fax and Telephone bookings start on the following day.

2.3 No proxy booking is allowed.

2.4 Booking by Internet will be subject to terms and conditions as may be stipulated by the Greens Committee, the Sub-Committee or the Management from time to time.

2.5 For bookings made via fax, only one (1) slot per fax message will be permitted. The Name, Membership No., Golf Handicap, Date and approximate time of play shall be clearly indicated together with a reply fax number. Confirmation will be made only when booking is accepted. When the Golf Office refrains from confirming a fax request, members should consider their bookings as unsuccessful. The Golf Office may reject any bookings without assigning any reasons whatsoever.

2.6 Members are allowed to book only one (1) flight at a time.

2.7 Members are allowed to book only one (1) flight per day.

2.8 Unpunctual/No show (Weekends & Public Holidays)

a. Any player who turns up 10 minutes after his allotted time shall be charged green fees according to the current weekend/public holiday rate. The member who booked the flight shall pay these fees. An administrative fee of $15.00 (18 holes) and $10.00 (9 holes) shall be charged to each player if he intends to play besides the usual payment of the green fees and buggy fees.

b. In the case of flights where players are late less than 10 minutes, they will be rescheduled to the last of the flights.

3. WEEKDAYS

3.1 **Booking in-Person/Fax/Telephone (Weekdays):**

Members are allowed to book up to seven (7) days in advance from any of the weekday. (I.e. Member can make booking from Monday to the following Monday, Tuesday to the following Tuesday, etc). Booking may be made in-Person, Fax, Telephone or Internet. Weekday booking hours are from 9.30 am to 5.00 pm.

3.2 **Booking by fax:**

This shall be the same as Para 2.5.

3.3 **Booking through Internet:**

a. Members may make golf bookings, replacement or cancellations with their PIN Number.

b. Booking or cancellation will be subjected to terms and conditions as may be stipulated by the Greens Committee, the Sub-Committee and the Management from time to time.

3.4 **Unpunctual/No Show (Weekdays):**

a. Any player who turns up 10 minutes after his allocated time shall be charged green fees according to the current weekday green fee rate. The member who booked the flight shall pay these fees. An administrative fee of $15.00 (18 holes) or $10 (9 holes) shall be charged to each player if he intends to play beside the usual payment of green fees and buggy fees.

b. In the case of flights where players are less than 10 minutes late, they will be re-scheduled to the last of the flights.

Annex C

RAIN CHECK POLICY

To facilitate management of play, golfers who have paid 18 holes game will be compensated with a rain check as follows:

a. Morning session golfers who can only complete 9 holes or less and unable to cross-over to the second nine to tee off before 11.45am.

b. Afternoon session golfers who can only complete 9 holes or less and unable to cross-over to the second nine to tee-off due to course closure or darkness.

Golfers must produce their course ticket when claiming rain checks.

Terms & Conditions

- 50% discount on the green fee **ONLY** (buggy and day fee not applicable) for morning weekdays games.

- Valid for one (1) month from date of play.

- Not transferable or redeemable for cash.

Annex D

NATIONAL SERVICE RESORT & COUNTRY CLUB

DESIGNATION OF HOME CLUB/TRANSFER OF HANDICAP

With reference to the Club's Bye-laws on Golf, members who wish to designate National Service Resort & Country Club as their Home Club are to complete the following details and submit it to the golf office.

I, *(Name)* _____ M'ship No. _____
wish to designate National Service Resort & Country Club as my Home Club.

My current handicap is _____ certified by *(Home Club)*
_____.

I shall furnish the golf office with the following details:

(1) My last 20 scores from my current Home Club and current handicap.

(2) A letter from my current Home Club, signed by Club Manager/Captain and endorsed with the club's official stamp certifying that I am a bona fide member of the Club.

(3) I will attend the Rules of Golf Workshop conducted by National Service Resort & Country Club.

_____ _____

Applicant's Signature **Date**

Annex E

REMINDER

BUGGY NO: _____ NAME: _____

1. You have failed to carry the following:

   a. Repair divot mark (s) in
      Fairway No.: _____
      Tee Box : _____

   b. Repair ball mark (s) at no. _____ Green

   c. Failed to rake Green side/Fairway bunker at no. _____

2. You have damaged no. _____ Fairway/Green/Tee Box

3. You were responsible for Slow Play at no. _____
   hole in that were found to be _____ minutes behind time.

4. Other Warning Made: _____

SIGNATURE : _____

NAME OF MARSHAL : _____

DATE: _____ _____
SIGNATURE OF PLAYER

NOTE

* You should complete every 9 holes within 2 hours and 10 minutes, inclusive of break time of 10 minutes.

* A member who fails to repair divots, ball marks, rake bunkers and remove footprints in bunkers after play or negligently damage the turf on fairways or greens will face suspension by the Disciplinary Committee. Guests will be barred from playing.

Annex F

NATIONAL SERVICE RESPORT & COUNTRY CLUB

10, Changi Coast Walk, Singapore 499739

INDEMNITY FORM

For JUNIOR GOLFERS TO DRIVE BUGGIES AT NSRCC'S GOLF COURSES AT SAFRA RESORT OR KRANJI SANCTUARY LOCATIONS

To NSRCC,

I, *(Name)* _____ (NRIC No.) _____,

Parent of *(Junior's Name)* _____ (NRIC No.) _____
Agree to bear full responsibility and be liable for any accident(s) or damage(s) caused to the buggy or any other property arising from my son's/daughter's driving or using the buggy.

I will also not hold National Service Resort & Country Club responsible and indemnify the Club from any liabilities or claims in connection with any accident or personal injuries that may occur to my son/daughter while driving or using the buggy.

This indemnity is valid from _____ to _____.

_____ _____
Signature of Parent Date

Name:

Please Note:
Junior golfers above the age of 14 years, with the height of 1.4 meters or 4 feet 7 inches and above are permitted to drive only after the parent has given the consent and signed the indemnity form.

The junior golfer should produce a duplicate copy of this form without demand during registration for golf.

Please return this completed form to: **Golf Division**
National Service Resort & Country Club

PART 5: DISCIPLINARY

1. DISCIPLINARY COMMITTEE

a. The General Committee shall appoint the Chairman of the Disciplinary Committee and Panel of Disciplinary Committee members comprising the Chairman and up to seven (7) members.

b. When the Chairman of the Disciplinary Committee is for any reason unable to carry out his duties, the President may appoint a member of the Panel of Disciplinary Committee members to carry out the duties of Chairman in the Chairman's absence.

2. GENERAL

a. Any member, or family member of a member, who breaches any rules, regulations or the Bye-laws of the Club or any Articles of the Club's Constitution, or who conducts himself/herself in a manner unbecoming of a member of the Club, or who acts in any way prejudicial to the interest of the Club or members thereof, shall be dealt with in accordance with these rules. (A nominee of a Corporate Member shall be regarded as a "member" for the purpose of these rules.)

b. All members shall be responsible for the conduct of their family members and guests and may be held accountable for any misconduct committed by their family members or guests.

c. When the General Manager is of the opinion that a person has misconduct himself, he may, pending a determination by a Disciplinary Committee, order that the person be barred from the Club's premises, or from using any of the Club's facilities.

3. PROCEDURES

a. All complaints relating to the conduct of members, their family members or guests must be made to the General Manager. The General Manager shall refer the complaints to the Chairman of the Club Committee responsible for the activity to which the complaint relates.

b. The Chairman of the Committee to whom a complaint has been referred shall refer the complaint to the Chairman of the Disciplinary Committee if he is of the view that disciplinary action should be taken.

c. The Chairman of the Disciplinary Committee shall constitute Disciplinary Committees comprising himself and two (2) to four (4) other members of the Panel of Disciplinary Committee members to enquire into complaint referred to him.

d. A Disciplinary Committee may carry out its inquiry in any manner it deems proper, so long as the complaint is made know to the person under inquiry and he/she is allowed an opportunity of replying to it.

e. Except for the Chairman, members of a Disciplinary Committee inquiring onto a complaint referred by the Greens committee must all be golfers. For such inquiries:

   i. The Club Captain or his nominee, or the Lady Captain or her nominee when the complaint is against a lady golfer, shall be a member (unless the complaint is made by them), and

   ii. The Club's Golfing Manager shall, if required by the Committee, be present as a non-voting member.

f. The Disciplinary Committee may impose the following penalties on members and/or their family members:

   i. Reprimand;

   ii. Fine of up to $2,000/-;

   iii. Suspension of any or all privileges of membership for up to 24 months; or

   iv. Termination of membership.

g. For avoidance of doubt;

   i. When a member's membership is terminated, he shall not be entitled to any refund of membership fee;

   ii. A member's term of membership shall continue to run notwithstanding any suspension of privileges;

   iii. Any fine imposed shall be recoverable as monies owing to the Club:

   iv. The penalty imposed by the Disciplinary Committee shall take effect immediately after 14 days from the date of the Disciplinary Committee's decision unless the member has lodged an appeal pursuant to paragraph 3k.

h. A member whose membership has been terminated shall not be eligible to apply again for membership. He shall also not be permitted to use the Club's facilities, whether as a guest, Day member or otherwise.

i. Notwithstanding suspension of the member, monthly subscription fee and other such fees as determined by the Proprietor shall still be payable by the member during the period of suspension.

j. The decision by the Disciplinary Committee shall be sent immediately to the member by registered post to the member's address as listed in the Register of Members.

k. An appeal against a Disciplinary Committee's decision may be made to the Disciplinary Appeal Committee within 14 days of the decision by the Disciplinary Committee.

l. The Disciplinary Committee shall, at such intervals as the General Committee may require, submit a report of its work to the General Committee.

m. The decision of the Disciplinary Committee shall be final and reviewable only by way of an appeal to the Disciplinary Appeal Committee.

DISCIPLINARY APPEAL COMMITTEE

a. The Disciplinary Appeal Committee shall consist of the Vice-President of the General Committee, who shall be the Chairman, and two (2) members of the General Committee to be appointed by the President of the General Committee.

b. In the absence of the Vice President to act as Chairman of the Disciplinary Appeal Committee, the President may appoint a member of the Disciplinary Appeal Committee to as Chairman. This member's place in the Disciplinary Appeal Committee will be filled by another of the General Committee to be appointed by the President.

c. In the absence of a member of the Disciplinary Appeal Committee, the President shall appoint another member from the General Committee to sit in the Disciplinary Committee.

d. An appeal to the Disciplinary Appeal Committee shall be in writing and shall be made within 14 days from the decision of the Disciplinary Committee. The following shall be stated in the petition of appeal:

   i. The date and decision of the Disciplinary Committee and the penalty imposed; and

   ii. Whether the appeal is against the penalty imposed, or the decision of the Disciplinary Committee, or both.

e. The Disciplinary Appeal Committee may carry out its inquiry in any manner it deems proper so long as the appealing member is allowed the opportunity of making written and/or oral representation before the Disciplinary Appeal Committee.

f. The powers of the Disciplinary Appeal Committee in an appeal shall be as follows:

   i. If the appeal is against the penalty imposed only;

      (a) Reduce or enhance the penalty; or

      (b) Substitute the penalty with another penalty.

ii. If the appeal is against the decision of both the decision and penalty;

(a) Quash the decision;

(b) Affirm the decision and penalty;

(c) Affirm the decision and reduce or enhance the penalty; or

(d) Affirm the decision and substitute the penalty with another penalty.

g. For the avoidance of doubt, the Disciplinary Appeal Committee may in its absolute discretion, enhance the penalty or substitute the penalty with another more severe penalty if it deems fit.

h. The decision of the Disciplinary Appeal Committee shall take effect immediately. The decision shall also be sent immediately to the member by registered post to the member's address as listed in the Register of Members.

i. The decision of the Disciplinary Appeal Committee shall be final and shall not be reviewable in any form, including a court of law.