



Temasek Club

# **CLUB REGULATIONS**

**(2020)**

## TABLE OF CONTENT

<u>SECTION</u>	<u>TOPIC</u>	<u>PAGE</u>
1	<b>General</b>	
2	<b>Definition</b>	
3	<b>Membership</b>	
	3.1 Principal Members	
	3.2 Membership Cards	
	3.3 Entrance Fees, Subscriptions Fees and any other Payment	
	3.4 Reinstatement of Membership	
	3.5 Members' Children	
	3.6 Members' Guests	
4	<b>Dress Code</b>	
5	<b>Facilities</b>	
	<u>SPORTS</u>	
	5.1 Swimming Pool	
	5.2 Futsal	
	5.3 Tennis	
	5.4 Multi-Purpose Hall (MPH)	
	5.5 Afterburner Gymnasium (Gym)	
	5.6 Steam Room	
	5.7 Lockers	
	5.8 Changing Room	
	<u>SOCIAL</u>	
	5.9 De Happy Ark Playroom	
	5.10 Outpost	
	5.11 Laager	
	5.12 Recreation Room	
	5.13 Karaoke Room	
	5.14 Villa	
	5.15 Ballroom / Function Room	
	5.16 Facilities Bookings and Usage	
	5.17 Cancellation of Booking	
	5.18 Others	
6	<b>Discipline</b>	
7	<b>Animal Control Measures</b>	
8	<b>Car Parking</b>	

- 9 Loss of Property**
- 10 Personal Data Protection**
- 11 Measures & Powers for Protected Area**
- 12 Interpretation**
- 13 Amendment**
- 14 Disciplinary Action**
- 15 Rules & Regulations for Tenants**
- 16 Compliance with Statues**
- 17 Government Notices**

## **1. GENERAL**

- 1.1** The Management shall enforce the Regulations at all times.
- 1.2** All Members and Guests shall be bound by the provisions of the Constitution and Regulations, and all amendments thereto as may be made from time to time by the Management.

## **2. DEFINITION**

- 2.1** “Club” means Temasek Club.
- 2.2** “Cards” means the Temasek Club Membership Card bearing the name of the member, membership number, the logo and name of “Temasek Club” issued by the Club.
- 2.3** “MC” means Temasek Club Management Committee.
- 2.4** “The Management” means the Club Management.
- 2.5** “Member” means Honorary, Ordinary (Pioneer), Ordinary, Associate, Term, Spouse and Corporate or any member that is defined by the Club’s Constitution.
- 2.6** “Protected Area (PA)” means Temasek Club’ premises is an area declared by the Minister for Home Affairs where it is necessary or expedient to take special measures to control the movement and conduct of persons in the premises, in the interest of public safety, security or the national interest.
- 2.7** “Protected Area Authority (PAA)” means the General Manager of Temasek Club, as designated by the Minister for Home Affairs.
- 2.8** “Authorised Officer (AO)” means the security personnel deployed to guard the PA and are authorized to exercise security powers provided for under the Infrastructure Protection Act. These include:
  - 2.8.1** Police Officers
  - 2.8.2** SAF Officers and Senior Military Experts (ME4 and above)
  - 2.8.3** SAF soldiers deployed to guard the PA.
  - 2.8.4** Auxiliary Police Officers deployed to guard the PA.
  - 2.8.5** Security Officers deployed to guard the PA, and who are authorized by the Commissioner of Police.

### **3. MEMBERSHIP**

#### **3.1 MEMBERS CONDUCT AND ADMINISTRATION**

- 3.1.1 All members shall conduct themselves with decorum and be courteous to all fellow members, their families, guests and staff at all times so as to strive towards the Club's Vision.
- 3.1.2 Members shall not be allowed use the Club's facilities or any part thereof in a manner which may become a nuisance or annoyance to the Club and other members/guests.
- 3.1.3 Members shall be responsible for the behavior and actions of their family and guests.
- 3.1.4 Members, their families and guests use the Club facilities at their own risk. The Club is not liable for any injury, loss of life, limb or property sustained in the Club.
- 3.1.5 Members, their families and guests shall abide by the rules of the Club at all times while in the Club.
- 3.1.6 Members shall provide the Club with their most current mailing and/or email address. Unless the member notifies the Club of any changes of address, all materials posted to the address as shown in the records of the Club shall be deemed to have been received by the Member.

#### **3.2 MEMBERSHIP CARDS (VIRTUAL CARDS)**

- 3.2.1 The use of the card shall be subjected to the Regulations laid down by the Management.
- 3.2.2 The card shall be produced when requested by the Club.
- 3.2.3 The card shall at all times remain the property of the Club. The card shall be surrendered to the Club upon cessation of membership without demand. The Club shall be entitled to retain or recover the card upon it being found in circulation.
- 3.2.4 The card shall not be transferable and shall be for the personal use and benefit of the member only.
- 3.2.5 Members shall notify the Club via email ([membership@temasekclub.org.sg](mailto:membership@temasekclub.org.sg)) when their cards are lost, stolen or damaged to prevent unauthorized usage.
- 3.2.6 An administrative fee shall be imposed on the principal member for any card replacement at such rates as the Management may from time to time determine without prior notice.

- 3.2.7 Membership checks may be conducted by the staff or appointed agent.
- 3.2.8 Existing and new members are to obtain their virtual membership card by submitting a soft copy of their photograph or having their photograph taken by the Club staff.
- 3.2.9 All members shall produce their virtual card for identification to gain access to member areas and obtain prevailing member prices in the Club.
- 3.2.10 Members are to keep their passwords secret and not allow others to access their virtual account for use in the Club. Offenders will be subject to disciplinary action.

### **3.3 ENTRANCE FEES, SUBSCRIPTION FEES AND OTHER PAYMENT**

- 3.3.1 All entrance fees, subscription fees and other membership-related charges shall be paid via GIRO bank transfers to the Club unless stated otherwise.
- 3.3.2 A monthly subscription fee shall be levied on every member and may be subject to changes as decided by the Armed Forces Council.
- 3.3.3 If any payment not received in full by the Club by the due date, the Club shall be entitled to:
  - 3.3.3.1 Levy an administrative fee or service charge in such amount and on such periodic or other basis as may be determined from time to time and such fees or charges shall be debited to the member's account; and
  - 3.3.3.2 Charge late payment interest on the debit balance from the date specified therein, until payment and such interest shall be compounded monthly.
- 3.3.4 Without prejudice to any other rights or remedies of the Club herein, the Club shall have the right to suspend 3<sup>rd</sup> month of non-payment or terminate (4<sup>th</sup> month of non-payment) the membership of the member, or commence legal proceedings and take steps against the member for the recovery of any debit balance which is not recovered in full by the Club by the payment date in the event of the following:
  - 3.3.4.1 The debit balance (or any part thereof) of the members' account shall remain unpaid for a period in excess of ninety (90) days: or

3.3.4.2 The member shall be in breach of any of the Rules and Regulations herein contained.

3.3.4.3 An administrative fee shall be imposed for issue of any backdated Statement of Account as requested by any member at prevailing rates, subject to change without prior notice.

3.3.4.4 There is a re-joining fee equal to the number of months of subscription fees from which member last made payment.

### **3.4 REINSTATEMENT OF MEMBERSHIP**

3.4.1 Absent Members. This refers to any member:

3.4.1.1 Who remains outside Singapore for the purpose of official duty for a period exceeding three (3) months; or

3.4.1.2 Who resides outside Singapore for a period exceeding twelve (12) months; shall give written notice to the Club prior to the date of his intended departure in his application for absent membership.

3.4.1.3 The written notice shall state the reason for and the expected period of residence outside Singapore and shall be accompanied by such proof thereof as the Club may require.

3.4.1.4 An Absent Member must reapply to extend his absent membership with supporting documents upon the expiry of his absent membership failing which his membership will revert to its original status and the member shall be liable to pay the full monthly prevailing subscription fee.

3.4.1.5 An Absent Member shall within seven (7) days upon his return to Singapore inform the Club in writing of his return in order to be reinstated as an active member.

3.4.1.6 An Absent Member need not pay subscription fee during the period of absence but the monthly subscription shall be paid in full for the months in which he depart and return.

3.4.1.7 Subject to the Club Constitution and payment of such fees and/or charges for the use of the Club's facilities and amenities, an Absent Member may use the Club's facilities and amenities if he returns to Singapore for a period not exceeding one (1) month.

3.4.2 Suspended Members. This refers to members who are suspended due to a default in payment of their monthly subscription or as a result of a disciplinary action. Members on suspension status shall continue to pay subscription during the period of suspension.

3.4.2.1 Payment of Reinstatement Admin fee shall be imposed at prevailing rates, subject to change without notice.

3.4.2.2 Payment of all outstanding charges including back-dated subscription charges from date of charges stopped till date of reinstatement.

3.4.2.3 Compulsory sign up of GIRO for future monthly subscription fees deduction.

3.4.2.4 Advance payment of 3 months' subscription charges (in case GIRO application is rejected).

3.4.3 Terminated Members. This refers to members who had their membership terminated on their own accord or as a result of a disciplinary action or non-payment of subscription fees for 4 months. Members on termination status shall not need to pay subscription during the period of termination.

3.4.3.1 The Club shall not be obliged to refund any pro-rated entrance fee or subscription fees paid due to suspension or premature termination of any membership due to payment defaulting.

3.4.4 Application to rejoin. Terminated Members may be allowed to rejoin the Club, subject to the Club Constitution.

3.4.4.1 The Management shall also investigate the payment history to determine on a case-by-case basis if reinstatement is justifiable.

3.4.4.2 Terminated members shall be considered as new applicants and acceptance shall be in accordance with the Club Constitution and subject to the Club Constitution.

### **3.5 MEMBERS' CHILDREN**

3.5.1 Members' children aged 18 years and below can use the swimming pool and gymnasium on a complimentary basis if the member is present.

3.5.2 Members' children above 18 years old shall be considered as Member's Guest and are subjected to Regulations for Guests, as



well as Guest Rates for the use of any Club's facilities at the prevailing rates.

3.5.3 Members' children aged 12 years and below shall be accompanied and supervised by an adult at all times.

### **3.6 MEMBERS' GUESTS**

3.6.1 A member shall be allowed to bring in a maximum of three guests per visit.

3.6.2 A Visitor's Book shall be kept, in which shall be entered the names of all guests, together with the names and signatures of the members nominating them and the dates of their visits. No person shall be a guest until his/her name has been entered in this book.

3.6.3 Such guest shall not be admitted into the premises of the Club more than once a week.

3.6.4 Members are not allowed to bring guests who were ex-members that have been expelled from the Club or anyone with disreputable character.

3.6.5 Guests are not allowed to attend any functions organised exclusively for members unless stated otherwise.

## **4. DRESS CODE**

4.1 Members and their guests shall dress decently and appropriately at all times.

4.2 Members and their guests shall be properly attired for the activity which they are engaged in or facility which they are visiting, failing which they may be denied entry.

## **5. FACILITIES**

### **SPORTS**

#### **5.1 SWIMMING POOL**

5.1.1 The Club may refuse any member or his/her Guest entry into the pool or wading pool under the following conditions:

5.1.1.1 If the Club has reasonable doubt that the Member or his/her Guest is suffering from infectious or contagious disease.

- 5.1.1.2 If the Member or his/her Guest is not in proper swimming attire.
- 5.1.1.3 If the Member or his/her Guest is drunk or is not physically fit / in a condition to swim.
- 5.1.1.4 If children 12 years and below are not accompanied and supervised by any adult.
- 5.1.1.5 If non-swimmers are not accompanied by swimmers.
- 5.1.1.6 If the swimmer does not take a shower before entering the pool.
- 5.1.2 Soap shall not be allowed in the pool.
- 5.1.3 Only approved floating devices and training aids shall be allowed to be brought into the pool.
- 5.1.4 Running or horseplay around the pool or along the edge of the swimming pool shall not be allowed.
- 5.1.5 No one shall be allowed in the pool after closing time when the lights are switched off.
- 5.1.6 No one shall be allowed in the pool when there is a lightning risk or on the instruction of the Management.
- 5.1.7 Non-swimmers shall keep to the shallow end of the pool.
- 5.1.8 Poolside furniture shall not be moved around.
- 5.1.9 All towels are to be booked out and returned.
- 5.1.10 A member shall be allowed to sign his guests at the prevailing guest rate.
- 5.1.11 A member shall pay a fee, at the prevailing replacement rate for each lost, damaged or soiled towel.
- 5.1.12 The Management may decide to close the pool for special occasions, repairs, health or safety reasons without prior notice.
- 5.1.13 Swimmers swim at their own risk. The Club is not responsible for any injury, loss of life and limb while using the facilities.

## **5.2 FUTSAL**

- 5.2.1 Members and their guests are not allowed to utilize any empty courts without booking.
- 5.2.2 No one shall be allowed in the court when there is lightning risk or on the instruction of the Club staff.
- 5.2.3 The futsal court only to be used for recreational purposes and Club-organized activities. They are not to be used for tournaments, organized games or commercial purposes.
- 5.2.4 Only use proper footwear that does not mark and damage the court.
- 5.2.4 Users shall not leave their personal belongings unattended. Temasek Club is not liable/responsible for any loss or damage.
- 5.2.5 Users play at their own risk. The Club is not responsible for any injury, loss of life and limb while using the facilities.
- 5.2.6 There shall be no refund once this facility is booked, including when it rains during play.
- 5.2.7 If it rains during the first 30 minutes of the booking period, the member shall be allowed to replay free of charge (of the same duration) in his subsequent booking.

## **5.3 TENNIS**

- 5.3.1 Members and their guests are not allowed to utilize any empty courts without booking.
- 5.3.2 No one shall be allowed in the court when there is lightning risk or on the instruction of the Club staff.
- 5.3.3 Only use proper footwear that does not mark and damage the courts.
- 5.3.3 Lights at the courts will be turned on 15 minutes before and turn off 15 minutes after the booking during the night.
- 5.3.4 Users shall not leave their personal belongings unattended. Temasek Club is not liable/responsible for any loss or damage.
- 5.3.5 Users play at their own risk. The Club is not responsible for any injury, loss of life and limb while using the facilities.
- 5.3.6 There shall be no refund once this facility is booked, including when it rains during play.

5.3.7 If it rains during the first 30 minutes of the booking period, the member shall be allowed to replay free of charge (of the same duration) in his subsequent booking.

#### **5.4 MULTI-PURPOSE HALL (MPH)**

5.4.1 The court shall be held for members up to a maximum of 15 minutes, after which Temasek Club reserves the right to allocate the court to walk-in members.

5.4.2 Members and their guests are not allowed to utilize any empty courts without booking.

5.4.3 Lights at the courts will be turned on 15 minutes before and turned off 15 minutes after the booking.

5.4.4 Only use proper footwear that does not mark and damage the courts.

5.4.5 Unauthorized personal/private/group coaching are not allowed, even if no coaching fee is involved.

5.4.6 Users shall not leave their personal belongings unattended. Temasek Club is not liable/responsible for any loss or damage.

5.4.7 Users play at their own risk. The Club is not responsible for any injury, loss of life and limb while using the facilities.

5.4.8 There shall be no refund once this facility is booked.

#### **5.5 AFTERBURNER GYMNASIUM (GYM)**

5.5.1 Proper sports attire and covered shoes shall be worn at all times.

5.5.2 Members who just had a swim shall change to proper dry attire if they intend to use the Gym.

5.5.3 Care shall be taken when using the equipment in the gym.

5.5.4 Members shall replace the equipment in their respective places after use.

5.5.5 Members who accidentally damage any part of the equipment shall make a report to the Management with no delay.

5.5.6 Users exercise at their own risk. The Club is not responsible for any injury, loss of life and limb while using the facilities.

## **5.6 STEAM ROOM**

- 5.6.1 Users below 18 years old shall not be allowed to use the Steam Room.
- 5.6.2 Users under any prescription of medicines or have any medical problems or conditions, including pregnancy, shall not be allowed to use the steam room.
- 5.6.3 Nudity is not allowed. Users shall be appropriately dressed.
- 5.6.4 Users shall shower before and after use.
- 5.6.5 Sharp items such as razor, safety pin, or sharp objects shall not be permitted in the steam room.
- 5.6.6 Users shall not be allowed to adjust the thermostat or come into direct contact with the steam head or steam emitting from the steam head.
- 5.6.7 Users with fever or any type of open wounds shall not be allowed to use the steam room.
- 5.6.8 Users under the influence of alcohol or drugs shall not be allowed to use the steam room.
- 5.6.9 Users enter the steam room at their own risk. The Club is not responsible for any injury, loss of life and limb while using the facilities.

## **5.7 LOCKERS**

- 5.7.1 All lockers in the Changing Rooms are for day usage only.
- 5.7.2 Members and Guests shall not leave their valuables/lockers locked overnight.
- 5.7.3 Management reserves the right to unlock lockers at the end of the business day and dispose of the items in the lockers.
- 5.7.4 The Club shall not be liable for any loss of articles or properties kept in the lockers or on the Club premises.
- 5.7.5 Food or drinks shall not be allowed to be served or consumed in the restrooms or Changing Rooms.
- 5.7.6 Members and Guests shall not leave their clothing, bags, shoes or other personal belongings on the bench unattended.

5.7.7 Members may not place shoes on the bench.

5.7.8 Hair-dryers shall not be used on shoes and wet clothing.

## **5.8 CHANGING ROOMS**

5.8.1 Members and Guests shall not leave their valuables/lockers unattended.

5.8.2 Food or drinks shall not be allowed to be served or consumed in the restrooms or Changing Rooms.

5.8.3 Hairdryers shall not be used on shoes and wet clothing.

## **SOCIAL**

### **5.9 DE HAPPY ARK PLAYROOM**

5.9.1 All parents / guardians must read and sign the E- indemnity form before registering their child / children. (for children below the age of 18)

5.9.2 Parents / guardians must pick up their children at the end of each play session.

5.9.3 Hygiene

5.9.3.1 All footwear must be removed before stepping into the play area.

5.9.3.2 Grip socks must always be worn when in the play area for child / participants.

5.9.3.3 Hand sanitisers provided must be used before and after play session.

5.9.4 Safety

5.9.4.1 No foreign objects are allowed into the play area, eg, necklaces, loose hanging articles, handphones.

5.9.4.2 No more than 30 persons should be within the play area at any given time.

5.9.4.3 No more than 8 persons can register for the Augmented Wall Experience at any play session.

5.9.4.4 Participants shall not attempt the wall on their own.

5.9.5 The toddler area is meant for children 5 years and below.

5.9.6 Separate fees apply for Augmented Wall Experience.

5.9.7 Member may book this facility exclusively at the prevailing rules and rates. Full payment shall be made to secure the booking. There shall be no refund once this facility is booked.

## **5.9 OUTPOST**

5.10.1 Member must present virtual membership card and sign in his guests before entry is allowed.

5.10.2 Members and their guests are to dress decently and appropriately at all times.

5.10.3 No soiled footwear/ soiled attire/ slippers.

5.10.4 Last order for beverages is 15 minutes before closing. Last order for food is one hour before closing.

5.10.5 Member may reserve a table before coming to the Club, subject to a minimum spend of \$20++ per person for food and beverages. The table will be held for 30 minutes, after which it will be released to other waiting members without further notice in the event of No-Show.

5.10.6 Member may reserve events not exceeding 80 persons per event, subject to a minimum spend of \$20++ per person for food and beverages. This may only be done via Sales Event Order of which 30% advanced payment of total cost shall be made to secure the booking. There shall be no refund of the advance payment once this facility is booked. 100% of the Event Order value is chargeable for cancellation that is less than 7 days from the event date.

5.10.7 Member may book the Outpost exclusively for a minimum fee of \$2300 ++ (without band), \$2800 ++ (with band) and subject to a minimum spend of \$20++ per person for food and beverages. This may only be done via Sales Event Order of which 30% advanced payment of total cost shall be made to secure the booking. There shall be no refund of the advanced payment once this facility is booked. 100% of the Event Order value is chargeable for cancellation that is less than 7 days from the event date.

5.10.8 The Club reserves the right to deny entry to or remove those who flout the rules.

## **5.11 LAAGER**

5.11.1 Member must present virtual membership card and sign in his guests before entry is allowed.

5.11.2 Members and their guests are to dress decently and appropriately at all times.

5.11.3 No soiled footwear/ soiled attire/ slippers.

5.11.4 For men, in addition to the above, no sleeveless shirts/ singlets/ shorts/ bermudas/ sandals.

5.11.5 Sunday: The above-mentioned dress code applies. Men can dress in bermudas.

5.11.6 Children are not allowed in The Laager except Sunday.

5.11.7 Last order for beverages is 15 minutes before closing. Last order for food is one hour before closing.

5.11.8 Member may reserve a table before coming to the Club, subject to a minimum spend of \$20++ per person for food and beverages. The table will be held for 30 minutes, after which it will be released to other waiting members without further notice in the event of No-Show.

5.11.9 Member may reserve events not exceeding 80 persons per event, subject to a minimum spend of \$20++ per person for food and beverages. This may only be done via Sales Event Order of which 30% advanced payment of total cost shall be made to secure the booking. There shall be no refund of the advanced payment once this facility is booked. 100% of the Event Order value is chargeable for cancellation that is less than 7 days from the event date.

5.11.10 The Club reserves the right to deny entry to or remove those who flout the rules.

## **5.12 RECREATION ROOM**

5.12.1 Booking can made up to one week in advance by members only. A maximum of up to one room per member's booking and a minimum booking of one hour is required. Immediate extension



of a minimum of one hour shall be allowed if the room has not already been booked by another member.

- 5.12.2 There shall be no refund once this facility is booked.
- 5.12.3 Membership virtual card must be presented when checking in to the room, collecting mahjong chips or making counter payment.
- 5.12.4 Members must be always present in the Club when their guests are using the facility and be ready to present their membership card when required or during random checks by Temasek Club security officers or staff.
- 5.12.5 Members shall not pass his/her membership card login details to any guest to access Temasek Club's facilities.
- 5.12.6 No outside food and drinks are allowed.
- 5.12.7 No soiled and/or wet attire are allowed.
- 5.12.10 Members and their guests must comply with Temasek Club facilities' rules and regulations, which include:
  - 5.12.11.1 Members shall be responsible for themselves and their guests. Temasek Club does not assume liability for property loss, injuries or death resulting from any activity.
  - 5.12.11.2 The recreation rooms are only to be used for recreational purposes. They are not to be used for tournaments, organized games, or commercial purposes. No gambling is allowed.
  - 5.12.11.3 Facilities are to be left in a clean and tidy state, and all equipment used must be returned to its place.
  - 5.12.11.4 Users are requested to adhere to all rules or warning signs placed at the facilities.
  - 5.12.11.5 Any user losing or breaking or damaging equipment, property or facilities will fully or through misuse shall bear the full cost of replacing the lost or damaged property, including possible disciplinary proceedings.
  - 5.12.11.6 Temasek Club reserves the right to remove or reject unauthorized persons and users who breach any of the stipulated regulations.

5.12.11.7 Users who behave in an unruly manner or cause disturbance to others will be asked to leave the premise.

5.12.11 Temasek Club reserves the right to:

5.12.11.1 Amend the booking fees and terms of use at any time without prior notice.

5.12.11.2 Refuse entry to any member/non-member/guest found to have abused the privileges, from booking and using Temasek Club's facilities.

5.12.11.3 Alter the rules and regulations at their discretion without prior notice.

### **5.13 KARAOKE ROOM**

5.13.1 Booking can made up to one week in advance by members only. A maximum of up to one room per member's booking and a minimum booking of one hour is required. Immediate extension of a minimum of one hour shall be allowed if the room is available for booking.

5.13.2 There shall be no refund once this facility is booked.

5.13.3 Members must be always present in the Club when their guests are using the facility and be ready to present their membership card when required or during random checks by Temasek Club security officers or staff.

5.13.4 Members shall not pass his/her membership card log-in details to any guest to access Temasek Club's facilities.

5.13.5 No outside food and drinks are allowed.

5.13.6 No soiled and/or wet attire are allowed.

5.13.7 No smoking. Should members/non-members/guests be caught smoking, there will be cleaning fees and additional administrative fees imposed, and possible disciplinary proceedings to the members/non-members/guests, including referral to the relevant authorities.

5.13.8 Members and their guests must comply with Temasek Club facilities' rules and regulations, which include:

5.13.8.1 Members shall be responsible for themselves and their guests. Temasek Club does not assume

liability for property loss, injuries or death resulting from any activity.

5.13.8.2 Facilities are to be left in a clean and tidy state, and all equipment used must be returned to its place.

5.13.8.3 Users are requested to adhere to all rules or warning signs placed at the facilities.

5.13.8.4 Any user losing or breaking or damaging equipment, property or facilities will fully or through misuse shall bear the full cost of replacing the lost or damaged property, including possible disciplinary proceedings.

5.13.8.5 Temasek Club reserves the right to remove or reject unauthorized persons and users who breach any of the stipulated regulations.

5.13.8.6 Users who behave in an unruly manner or cause disturbance to others will be asked to leave the premise.

5.13.9 Temasek Club reserves the right to:

5.13.9.1 Amend the booking fees and terms of use at any time without prior notice.

5.13.9.2 Refuse entry to any member/non-member/guest found to have abused the privileges, from booking and using Temasek Club's facilities.

5.13.9.3 Alter the rules and regulations at their discretion without prior notice.

## **5.14 VILLA**

5.14.1 Booking of Villa shall be on a first-come-first-serve basis.

5.14.2 Full payment is required to secure the booking. This can be done online or at the Customer Service Counter.

5.14.3 Not more than 4 Guests shall be allowed to stay overnight at each Villa.

5.14.4 The member shall compensate the Club for any damages and/or lost items in the guest house and any of the Club's property. The items will be charged accordingly to the member.

- 5.14.5 The Villa Occupants shall permit reasonable access and inspection of the premise by security officers of the Club and authorised personnel such as Club management and police.
- 5.14.6 Any violation of the regulations or any false declaration will render the members liable to be evicted from the Villas and barred from future application/occupation.
- 5.14.7 The villas at Temasek Club are designated as one of the Government facilities for emergency acquisition in the event of a National event. In the event of such an acquisition, the said villa must be vacated within 24 hours upon notification to the user.
- 5.14.8 Villa occupants must read and agree to all rules and regulations stated in the "Check in form" before checking in.
- 5.14.9 No noisy activities after 10pm.
- 5.14.10 Upon confirmation of bookings, cancellation charges shall be imposed for any cancellation. The cancellation charges are as follows:
  - 5.14.10.1 50% of the booking fees (including GST) for cancellation of bookings 1 month or more from booking time slot.
  - 5.14.10.2 100% of the booking fees (including GST) for cancellation of bookings less than 1 month from booking time slot.
- 5.14.11 The Club Management reserves the right:
  - 5.14.10.1 To charge the members for any loss, damage, cost of replacement or repair of any item(s) in the Villas and at any of the Club's facilities caused by the members.
  - 5.14.10.2 To act against any member found misusing or creating disturbance and/or nuisance at the Villas or the Club's facilities. Such actions may lead to the member being evicted immediately from the premise without refund of the rental and deposit; and
  - 5.14.10.3 To vary the terms and conditions at any time without prior notice.

## **5.15 BALLROOM / FUNCTION ROOM**

- 5.15.1 All bookings are subjected to approval by the General Manager.

- 5.15.2 All food and drinks shall be purchased from the Club's F&B outlets and designated caterer.
- 5.15.3 The Club shall reserve the right to turn down or cancel any bookings if the premises are required for an official function.

## **5.16 FACILITY BOOKINGS AND USAGE**

- 5.16.1 No person shall be allowed to use any facilities without a valid booking and shall produce proof or booking receipt on demand when asked to do so by the Management.
- 5.16.2 Settlement of all transactions in the Club shall be immediate via e-payment for online bookings. For booking of villa and function rooms, full payment or advanced payment is required as per prevailing Club regulations.

## **5.17 CANCELLATION OF BOOKING**

- 5.17.1 An administrative fee shall be imposed on Members for any cancellation of bookings.
- 5.17.2 No Show.
  - 5.17.2.1 Where payment has been made, the refund, if any, is subject to prevailing Club rates for the specific facility.
  - 5.17.2.2 Where payment has not been made, the member is liable to pay the Club according to the terms and conditions as prescribed in the rules.
- 5.17.3 Member shall be present during the period of booking and he/she shall register the names of guests playing with him before the commencement of play.
- 5.17.4 Booking for sports facilities shall not exceed a total of two periods (two hours) in one day, and a maximum of six hours per week. This restriction does not apply to bookings made within 24 hours of the play time.
- 5.17.5 Members booking a Club facility shall sign in before the booking period. If the booked facility is not taken up within 15 minutes after the commencement of the booking period, it will be considered a 'No Show' and the Club may assign the booked facility to any other member in waiting. The member who originally booked the facility shall forfeit his/her booking and the booking fees shall be imposed on him/her.

- 5.17.6 Management shall have the right to reserve any or all of the facilities on any day for the purpose of any team match, tournament or major event. The Management may, with good reason, cancel any bookings of facilities and where possible notify the affected members of such cancellation.
- 5.17.7 Proper decorum and sportsmanship is expected from players and spectators alike.
- 5.17.8 Members using any Club facility without prior booking shall be barred from booking of all Club facilities for a period of three months and the normal court fees shall be charged to the member for the period he has played in the court.
- 5.17.9 All Club facilities shall be used only for its designed purpose unless prior approval is given by the Management.
- 5.17.10 Proper equipment for the activities concerned shall be used.

## **5.18 OTHERS**

- 5.18.1 Pets are not allowed within the Club premises.
- 5.18.2 Outside food and drinks are not allowed within the Club premises.
- 5.18.3 No smoking except at outdoor designated smoking points where the smoking sign is visible, and ashbin is provided. Offenders shall be reported to the relevant government authorities for further action. Cleaning and administrative fees will be charged to the member concerned.
- 5.18.4 No Club property shall be taken out of the Club premises.
- 5.18.5 Users shall not leave their personal belongings unattended. Temasek Club is not liable/responsible for the loss of their personal belongings.
- 5.18.6 No personal coaching is allowed for any sports in the Club. Members can approach the Club Sports Department to join any of the existing Club-organized sports classes / programmes.

## **6 DISCIPLINE**

- 6.1** Members and Guests shall always conduct themselves with decorum and decency, be courteous and abide to the Club's Constitution and Regulations.

- 6.2** The Principal Member shall be responsible for his/her behavior, as well as the behavior of their Spouse, Children and Guests.
- 6.3** The Club reserves the right to impose appropriate disciplinary actions against the Principal Member for any breach of the Club's Constitution and Regulations by his Spouse, Children or Guests.
- 6.4** Any Member or Guest committing the following acts within the Club premises and all its precincts shall be subjected to disciplinary action or reported to the government authorities:
  - 6.6.1 Willful damage of property(s) belonging to the Club and/or its Members.
  - 6.6.2 Abusive, disorderly and/or any undesirable behavior as determined by the Management.
  - 6.6.3 Hooliganism and assault, including openly challenging Member(s), Staff or Agent appointed by the Club.
  - 6.6.4 Smoking in non-designated smoking area(s).
  - 6.6.5 Inappropriate dressing.
  - 6.6.6 Apart from the specific acts mentioned herein, Members who act in any way prejudicial to the interest of the Club or its Members or who breach any Constitution or Regulation shall be subjected to disciplinary action.
- 6.7** No Member or his/her Guest shall abuse any of the Club's Staff. If a Member has any cause for complaint, he/she shall bring it to the attention of the General Manager in writing.
- 6.8** All complaints shall be submitted in writing to the General Manager within 14 days of the incident.

## **7 ANIMAL CONTROL MEASURES**

- 7.1** The Wildlife Act (Chapter 351) prohibits the feeding, release, killing, trapping, taking, and keeping of wildlife without written approval from the Director-General, Wildlife Management, and regulates the import, sale, and export of wildlife.
- 7.2** Anyone caught engaging in any of the above acts shall be reported to the authorities for further action.
- 7.3** Clearing of waste. Diners shall dispose their leftover food and disposable utensils in the waste bins after their meals in the open areas of the Club to keep pests and animals away.

## **8 CAR PARKING**

- 8.1** Members and Guests shall park at the designated car park lots unless directed otherwise.
- 8.2** Only 1 complimentary carpark lot per member.
- 8.3** Declaration of family vehicle is required.
- 8.4** The Club shall reserve the right to wheel-clamp any vehicle that violates the rules.
- 8.5** The Club shall impose an administrative fee for the removal of wheel-clamp at the prevailing rates.
- 8.6** The Club shall reserve the right to remove or tow away vehicles that cause inconvenience or safety hazard, and/or whose owner has failed to pay the fine for the removal of wheel-clamp,

## **9 LOSS OF PROPERTY**

- 9.1** Any article(s) found within the Club premises shall be kept at the Club's Customer counter.
- 9.2** Any article(s) not claimed with three (3) months of it being found shall be disposed of in any manner at the sole discretion of the Management.

## **10 PERSONAL DATA PROTECTION**

- 10.1** The Club shall fulfil its obligations under the Singapore Personal Data Protection Act 2012, respect and protect personal information collected, used, and disclosed by us.
- 10.2** The personal data collected from Members, Member's Guests, Customers and Vendors shall only be used for the sole purpose of administering the members' accounts.
- 10.3** An individual shall be deemed to have given consent to the collection, use or disclosure of personal data by the Club if the individual voluntarily provides the personal data to the Club.
- 10.4** Members and Guests have the right to opt out from receiving any marketing/ promotion information and they should do so by written means.
- 10.5** The access to personal data may be refused in the following circumstances:
  - 10.5.1 Reveal personal data about another individual.



10.5.2 Reveal the identity of another individual who has provided the personal data, and the individual has not consented to the disclosure of his or her identity; or

10.5.3 Contrary to national interest.

- 10.6** An administration fee may be imposed depending on the amount of efforts required to produce requested information such as CCTV footage.
- 10.7** The Club shall retain the Members' and Guests' personal data for as long as the purpose for which the personal data was collected is still being served and if it is necessary for legal or business purposes.
- 10.8** The Club reserves the right to amend its Privacy Policy at any time and as may be required by legislative and statutory requirements.
- 10.9** Any complaint regarding the personal data protection policies and practices shall be made to the Club in writing with full details of the matter(s) complained of addressee to the DPO at [dpo@temasekclub.org.sg](mailto:dpo@temasekclub.org.sg).

## **11 MEASURES & POWERS FOR PROTECTED AREA**

- 11.1** In order to control entry, movement and conduct of persons inside the PA, the PAA or AO may give necessary directions to regulate conduct, restrict movement or prohibit entry to the PA. Such directions may generally be given to a particular person or group of persons and may be in writing or verbally.
- 11.2** It is an offence not to comply with the direction by the PAA or AO. If convicted, the penalty is a fine not exceeding S\$20,000 or imprisonment for a term not exceeding two (2) years, or both.
- 11.3** If the PAA or the AO assess that a person does not have a good and lawful reason to enter to be in the PA, the AO may use necessary force to remove him/her.
- 11.4** Unauthorised photography of the whole or part of the PA is an offence under the Infrastructure Protection Act. This means that the images of the PA can only be taken if PAA allows it. This applies to photography taken from the land or from the air, whether from inside, outside or above the PA.
- 11.5** Where the AO has any reason to suspect that a person is going to take, is taking, or has taken any unauthorised photograph of the PA, the AO may be able to stop persons from taking photographs and videos, and take follow-up actions, such as examining and requiring deletion of the images.

**11.6** Where photography of the PA is incidental or accidental in nature, the AO can take a calibrated enforcement approach by conducting enquiries and making a preliminary assessment.

**11.7** Photographs of the PA without the permission of the PAA or failing to comply with any of the above directions of an AO is an offence under the Infrastructure Protection Act. Upon conviction, the penalty for contravention is a fine not exceeding S\$20,000 or imprisonment for a term not exceeding two (2) years, or both.

## **12 INTERPRETATION**

**12.1** MC shall be the sole authority for the interpretation of this Regulation. The decision of the MC upon any question of interpretation shall be final and binding on the members.

**12.2** The decision of the MC on any matter affecting the Club and the members and not specifically provided for in this Regulation shall be final and binding on the members.

## **13 AMENDMENT**

**13.1** The Management shall have the right at any time to make, add, amend, cancel, or suspend such rules and regulations pertaining to the Regulations as may necessary, for the safety and cleanliness of the Sub-Leased Premises or for the preservation of good order therein or for the convenience of the Sub-Tenant and all such rules and regulations shall bind the Sub-Tenant from the date on which notice in writing thereof is given to the Sub-Tenant.

## **14 DISCIPLINARY ACTION**

**14.1** The Management Committee shall have the power to appoint a Disciplinary Committee for such period and on such terms, it deem fit to conduct inquiries or investigations into any complaint(s) made against any member who in the opinion of the Management Committee:

14.1.1 Has acted in any way prejudicial to the interest of the Club;

14.1.2 Has acted in a way embarrassing or derogatory to the Club;

14.1.3 Has been guilty of gross misconduct;

14.1.4 Has contravened or failed to comply with the provisions of the Club's Constitution or of any Rules and Regulations made thereunder.

14.1.5 The proceedings will be carried out as stipulated in the Club Constitution and the findings and penalty if any, shall be final

and binding.

## **15 RULES & REGULATIONS FOR TENANTS**

**15.1** The Sub-Tenant is to always observe, perform and cause all its servants, independent contractors, agents, patrons, invitees and licensees to observe and perform, the rules and regulations and any amendments thereof and additions thereto as may from time to time be made by the Principal Tenant which shall be binding on and enforceable against the Sub-Tenant.

**15.2** The Sub-Tenant is not to do or suffer to be done any act, which shall amount to a breach or non-observance of any negative or restrictive covenant of this agreement or other instrument under which the Principal Tenant holds the Sub-Leased Premises.

## **16 COMPLIANCE WITH STATUTES**

**16.1** The Sub-Tenant is always during the term hereby created, not to do, omit or suffer to be done in the Sub-Leased Premises anything in contravention of any Acts of Parliament or Regulation now or hereafter in force and any Rules and Orders thereunder and to keep the Principal Tenant indemnified in full against all penalty and costs in the event or any breach thereof.

## **17 GOVERNMENT NOTICES, ETC**

**17.1** Should the Sub-Tenant receive any notices from any Government or any statutory or other relevant authorities with respect to the Sub-Leased Premises, to give immediately to the Principal Tenant a copy of the notices.