



BYE - LAWS OF ROYAL KLANG CLUB

UPDATED APRIL 2026

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The following facilities of the Club are designated as **STRICTLY NO-SMOKING / VAPING AREAS** in compliance to the Health Regulations as stipulated by the Ministry of Health.

- ❖ **The Smugglers' Inn**
- ❖ **The Benbow Inn**
- ❖ **The Pirates Inn**
- ❖ **The Sports Tavern**
- ❖ **The Lagoon Restaurant**
- ❖ **The Karaoke Room**
- ❖ **The Multi-Purpose Hall**
- ❖ **The General Purpose Room**
- ❖ **The Gymnasium**
- ❖ **Corridors, Walkways & all common areas**
- ❖ **All toilets**



**GENERAL COMMITTEE
FEBRUARY 2025**

I. CLUB OPERATIONS (GENERAL)

1. MANAGEMENT

- (a) The reference to Management shall mean the General Manager / Assistant General Manager / Club Manager and Senior Management of the Club or nominee(s).
- (b) It shall be the duty of the Management to enforce the following Bye-Laws at all times.

2. USE OF CLUB FACILITIES

Members and guests shall at all times use the Club and facilities provided in such manner as not to interfere with the reasonable comfort of, or be a nuisance to other members of the Club, and also not to damage or possibly damage the Club property. They shall duly observe all reasonable requests made by the Management for that purpose.

Members are required to use their Membership card at all F&B outlets for ordering purpose.

Usage of earphone is compulsory when streaming of mobile phones at all areas of the Club

F&B outlets are not be used as venue for private meetings. Members may book the Captain's Cabin & Crow's Nest for meeting purposes.

No taking photographs / videos of other members at the Club without consent.

3. CHILDREN IN THE CLUB

- (a) Children at all times must be under the control and constant supervision of a member.
- (b) Children shall be permitted in such areas of the Club and at such times as may from time to time be approved by the General Committee.
- (c) Children unaccompanied by parents must bring along their Privileged Membership Cards when visiting the Club for F&B or when utilising the Sports Facilities.

4. GUESTS

- (i) Members introducing guests to the Club is subject to Rule 39 of the Constitution, with the following procedures:
 - (a) shall on each day the guest is in the Club, enter the name and address of such guest in the book provided for that purpose at the Reception.
 - (b) shall be responsible for the due observation of the Rules and Bye-Laws of the Club by the guest, and
 - (c) be liable for all debts and other liabilities incurred by the guest to the Club.
- (ii) Persons attending meetings, as representatives of Charity, Sporting and other Associations or Organisations, to be held in the Club in like manner be also admitted as Guests of the Club during the period of the meeting but may for that purpose, be required to produce letters of introduction or identification from their Association or Organisation.
- (iii) No guest of any member of the Club shall under any circumstances whatsoever be permitted to incur any financial liability to the Club.

- (iv) The Management or any Member of the General Committee may request any Member introducing a guest to ask such guest to leave the Club premises in the event that the conduct of such guest is considered undesirable and, if such guest refuses to leave, the General Committee may take action against the said Host Member.

5. STAFF

- (i) Employees of the Club shall not be employed by Members as messengers / errand boys nor for any other personal business of Club Members.
- (ii) No Club Member or guest shall interfere with or obstruct the staff in the performance of their duties which include enforcement of the Rules and Bye-Laws of the Club.

6. LOSS OR DAMAGE

The Club does not accept responsibility for the loss or damage of any property or belonging brought in to the Club by any Member or Guest.

7. PRICES OF F&B ITEMS

The General Committee shall from time to time fix the pricing of food, drinks, cigarettes, tobacco, cigars and other charges for any other of the Club's amenities.

8. PERIODICALS

No newspaper or periodicals provided by the Club for the reading pleasure of Members may be removed from the Club premises.

9. SPORTS & RECREATION FACILITIES

The General Committee may make rules relating to the activities of each sporting section / recreation facility.

Refer to the Bye-Laws applicable to each section.

10. SMOKING / VAPING / ELECTRONIC SMOKING DEVICES

The Smugglers' Inn, Benbow Inn, Pirates Inn, Sports Tavern, Karaoke Room and all other areas including toilets, corridors, walkways and other facilities are classified as Non-Smoking Areas.

11. USAGE OF CLUB'S REGISTERED NAME AND "RKC" ABBREVIATION AND CLUB LOGO IN PUBLIC SOCIAL MEDIA

Members are prohibited from using the Club's proper name (either English or Bahasa Malaysia versions) or its widely-acknowledged abbreviation "RKC" and the Club logo, to create identifiers/identities for groups within the various widely-used social media platforms e.g. Facebook, Twitter and Instagram. Any intended use of the Club's name or the "RKC" abbreviation in public social media platforms would need prior written approval from the General Committee.

- 12. Where there is an overlap with this Bye-laws and any Standard Operating Procedures (SOP) set forth by the Federal & State Governments or the Local Council, the SOPs will take precedence over this Bye-Laws for that particular period of time.

II. BYE-LAWS FOR VEHICLE

1. PARKING ENTRY / EXIT

It is compulsory for members to use their Membership Cards, which also serves the purpose of an access card to enter into the Club. Cars may not be parked on the roadway or beside the entrance to the Club other than the designated areas.

2. WAITING

Vehicles waiting to pick up passengers must on no account obstruct the entrance to the Clubhouse, nor may the vehicles be left unattended for any period of time.

3. COMPLIANCE WITH DIRECTION

Members and their drivers are expected to comply with traffic and parking directions indicated or given by the Security Personnel. In the event of a driver failing to so comply, a notice will be placed on the car dashboard as a first reminder.

4. INDEMNITY

The Club shall at no time be liable for any loss or damage to any vehicle parked on the premises or for any valuable contained therein.

5. SPEED LIMIT

Vehicles must be driven slowly with due care within the Club premises. Speed should at no time exceed 15 kilometers per hour.

6. PARKING BAYS

- (a) Vehicles must be parked carefully within the demarcated parking bays and care must be taken not to obstruct other vehicles or the driveway.
- (b) Members and guests are not allowed to park their vehicles in reserved demarcated parking bays allocated for the Royal Patron, President, Vice-President, General Committee Members, the Management, Past President and the Handicap.
- (c) The Security Staff, at the instruction of the General Manager, may create extra reserved parking areas during Club functions and may block off certain areas by putting out appropriate signages.
- (d) Parking bays are for the use of Members private / company vehicles. Commercial vehicles (vans, Lorries, mini-buses) are prohibited other than when delivering goods or involved in contract projects in the Club.
- (e) Guest Parking will be allowed at Level D, subject to space availability. Members' who are excepting guest are requested to provide the Car Plate to the guard house for cars to be parked at Car Park D
- (f) Staff Parking will be at Level D of Car Park.
- (g) The Management / General Committee would instruct the Security Personnel to allow vehicles belonging to guests of the Club into the Car Park on occasions like Club Functions, Inter-Club Games, and Special Functions etc. etc.

7. PARKING OVERNIGHT

Members who need to park their vehicles in the Club's premises overnight must inform the Management in writing before doing so. Notwithstanding members attention is drawn to Bye-Law section 4 above.

8. STICKERS

- (a) Vehicles stickers must be renewed BIENNIALY and are for members only, subject to a maximum of 4 stickers only. Charges for the stickers shall be at a rate decided by the General Committee
- (b) Disciplinary action would be taken against any members who "flog" stickers to a third party. The stickers are exclusively for members, spouses and members of the family (if applicable). The Membership Department maintains a record and serial number of all car stickers issued to Members for verification purpose.
- (c) Vehicles without valid stickers would not be allowed into the car park.

9. COMPLAINTS / SUGGESTIONS

All complaints must be made in writing to the Investigation Chairman not later than fourteen (14) days of the occurrence of such conduct complained of.

All suggestions may be shared in writing to the General Committee / the Management for their consideration via the form available at the Reception & Admin Office.

10. ENFORCEMENT

- (a) Security Staff are authorised by the General Committee / the Management to act accordingly.
- (b) The General Committee is empowered at its discretion to take disciplinary action on members who intimidate / threaten the Security Staff or regularly flout the Vehicles Bye-Laws (subject to Rule 35).

III. BYE-LAWS FOR SMUGGLERS' INN

1. OPERATION HOURS

Monday – Sunday : 6.00 pm - 12.00 midnight

Closed on Public Holidays

The General Committee may consent to changes in the operation hours as deem necessary
All patrons are requested to vacate the premises at closing hour.

2. DRESS-CODE

Long pants and collared shirts/T shirts for men.
Ladies' smart casual or appropriate dressing.

Slippers, singlet, short pants are strictly prohibited.

3. LANGUAGE

No improper, vulgar or abusive languages. Voices at normal conversation, please.
No taking photographs / videos of other members without consent.
Please use earphones to stream movies/videos/audio on electronic devices.

4. SMOKING / VAPING / ELECTRONIC SMOKING DEVICES

Not Allowed

5. CHILDREN

Must be accompanied by member / adult. Children above 12 years of age must observe the dress-code as stated above.

6. POLICY ON GUEST(S)

Unrestricted (Guest policy applies)
Affiliate members are allowed (subject to Rule 20).

7. F&B SERVICE

Food & Beverage services only for items as indicated in the Menu.

No outside Food and Beverage are to be brought into the Smugglers' Inn unless prior permission is obtained from the General Committee.

Bottle purchased c/w glasses and ice-bucket will be served and placed at the respective table of the patron. Bar Staff will not provide service at the table in the pouring of drinks from personal bottle.

Last call for food service at 10.30 pm and beverages service at 11.30 pm.

8. STORAGE OF LIQUOR BOTTLES

Liquor bottles "parked" in the Smugglers' Inn for storage will be limited to a time frame of 3 months from the date of purchase. The General Committee / the Management reserves the right to remove "parked" bottles after the expiry of the 3 months' time frame.

Please insist on a parking bottle card and provide the card to staff on duty to retrieve parked bottles at all times. No bottles will be issued without correct parking cards. Strictly no storage of beer/wine bottles.

9. OUTLET CLOSURE

The General Committee may from time to time close the outlet for the purpose of repair, renewal or any other reason deemed necessary.

The General Committee may allow for the booking of the outlet to members' for private functions subject to agreed terms of payment and other terms and conditions for booking of facilities.

10. COMPLAINTS / SUGGESTIONS

All complaints must be made in writing to the Investigation Chairman not later than fourteen (14) days of the occurrence of such conduct complained of.

All suggestions may be shared in writing to the General Committee / the Management for their consideration via the form available at the Reception & Admin Office.

11. LIVE BAND PERFORMANCES

No other persons are allowed to perform / sing during live band performances, except the band in play commissioned by the Club to perform for that particular day/night.

Children below 12 years old are not allowed on the dance floor.

Members' are not allowed to carry their glasses while dancing on the dance floor.

No persons are allowed on the stage except performers and technical crew.

12. TABLE RESERVATION

Members' are allowed to reserve in advance up to a maximum of 4 tables during lunch hours and weeknights, and a maximum of 2 tables during weekends.

Members' who reserve table are required to pre-order their meals at least 3 days in advance to avoid any delay in food service.

Reservation is automatically cancelled 10 minutes after failure to arrive at reserved time and all applicable food orders will be charged into members' account.

IV. BYE-LAWS FOR BENBOW INN

1. OPERATION HOURS

Monday – Sunday : 12.00 noon - 12.00 midnight

The General Committee may consent to changes in the operation hours as deem necessary.
All patrons are requested to vacate the premises at closing hour.

2. DRESS-CODE

Long pants and collared shirts/T shirts for men.
Ladies' smart casual or appropriate dressing.

Slippers, singlet, short pants are strictly prohibited.

3. LANGUAGE

No improper, vulgar or abusive languages. Voices at normal conversation, please.
No taking photographs / videos of other members without consent.
Please use earphones to stream movies/videos/audio on electronic devices.

4. SMOKING / VAPING / ELECTRONIC SMOKING DEVICES

Not Allowed

5. CHILDREN

Children below 18 years of age are strictly not allowed.

6. POLICY ON GUEST(S)

Unrestricted (Guest policy applies)
Affiliate members are allowed (subject to Rule 20).

7. F&B SERVICE

Food& Beverage services only for items as indicated in the Menu.

No outside Food and Beverage are to be brought into the Benbow Inn unless prior permission is obtained from the General Committee.

Bottle purchased c/w glasses and ice-bucket will be served and placed at the respective table of the patron. Bar Staff will not provide service at the table in the pouring of drinks from personal bottle.

Last call for food service at 10.30 pm and beverages service at 11.30 pm.

8. STORAGE OF LIQUOR BOTTLES

Liquor bottles “parked” in the Benbow Inn for storage will be limited to a time frame of 3 months from the date of purchase. The General Committee / the Management reserves the right to remove “parked” bottles after the expiry of the 3 months’ time frame.

Please insist on a parking bottle card and provide the card to staff on duty to retrieve parked bottles at all times. No bottles will be issued without correct parking cards.

Strictly no storage of beer/wine bottles.

9. OUTLET CLOSURE

The General Committee may from time to time close the outlet for the purpose of repair, renewal or any other reason deem necessary.

The General Committee may allow for the booking of the outlet to members' for private functions subject to agreed terms of payment and other terms and conditions for booking of facilities.

10. COMPLAINTS / SUGGESTIONS

All complaints must be made in writing to the Investigation Chairman not later than fourteen (14) days of the occurrence of such conduct complained of.

All suggestions may be shared in writing to the General Committee / the Management for their consideration via the form available at the Reception & Admin Office.

11. LIVE BAND PERFORMANCES

Not Allowed

12. TABLE RESERVATION

Not Allowed

V. BYE-LAWS FOR PIRATES INN

1. OPERATION HOURS

Monday – Sunday : 4.00 pm - 12.00 midnight

The General Committee may consent to changes in the operation hours as deem necessary.
All patrons are requested to vacate the premises at closing hour.

2. DRESS-CODE

Long pants and collared shirts/T shirts for men.
Ladies' smart casual or appropriate dressing.

Slippers, singlet, short pants are strictly prohibited.

3. LANGUAGE

No improper, vulgar or abusive languages. Voices at normal conversation, please.
No taking photographs / videos of other members without consent.
Please use earphones to stream movies/videos/audio on electronic devices.

4. SMOKING / VAPING / ELECTRONIC SMOKING DEVICES

Not Allowed.

5. CHILDREN

Children below 18 years of age are strictly not allowed.

6. POLICY ON GUEST(S)

Unrestricted (Guest policy applies)
Affiliate members are allowed (subject to Rule 20).

7. F&B SERVICE

Food& Beverage services only for items as indicated in the Menu.

No outside Food and Beverage are to be brought into the Pirates Inn unless prior permission is obtained from the General Committee.

Bottle purchased c/w glasses and ice-bucket will be served and placed at the respective table of the patron. Bar Staff will not provide service at the table in the pouring of drinks from personal bottle.

Last call for food service at 10.30 pm and beverages service at 11.30 pm.

8. STORAGE OF LIQUOR BOTTLES

Liquor bottles “parked” in the Pirates Inn for storage will be limited to a time frame of 3 months from the date of purchase. The General Committee / the Management reserves the right to remove “parked” bottles after the expiry of the 3 months’ time frame.

Please insist on a parking bottle card and provide the card to staff on duty to retrieve parked bottles at all times. No bottles will be issued without correct parking cards.

Strictly no storage of beer/wine bottles.

9. OUTLET CLOSURE

The General Committee may from time to time close the outlet for the purpose of repair, renewal or any other reason deemed necessary.

The General Committee may allow for the booking of the outlet to members' for private functions subject to agreed terms of payment and other terms and conditions for booking of facilities.

10. COMPLAINTS / SUGGESTIONS

All complaints must be made in writing to the Investigation Chairman not later than fourteen (14) days of the occurrence of such conduct complained of.

All suggestions may be shared in writing to the General Committee / the Management for their consideration via the form available at the Reception & Admin Office.

11. LIVE BAND PERFORMANCES

Not Applicable

12. TABLE RESERVATION

Not Allowed

VI. BYE-LAWS FOR SPORTS TAVERN

1. OPERATION HOURS

Monday – Sunday : 4.00 pm - 12.00 midnight

The General Committee may consent to changes in the operation hours as deem necessary.

2. DRESS-CODE

Smart Casual - Formal / Casual / Sports attires allowed.

Bare feet, Bare body, wet sports attire and swim wear are strictly prohibited.

3. LANGUAGE

No improper, vulgar or abusive languages. Voices at normal conversation, please.

No taking photographs / videos of other members without consent.

Please use earphones to stream movies/videos/audio on electronic devices.

4. SMOKING / VAPING / ELECTRONIC SMOKING DEVICES

Not Allowed.

5. CHILDREN

Unrestricted (Family member policy applies).

6. POLICY ON GUEST(S)

Unrestricted (Guest policy applies)

Affiliate members are allowed (subject to Rule 20).

7. F&B SERVICE

Food & Beverage services only for items as indicated in the Menu.

No outside Food and Beverage are to be brought into the Sports Tavern unless prior permission is obtained from the General Committee.

Bottle purchased c/w glasses and ice-bucket will be served and placed at the respective table of the patron. Bar Staff will not provide service at the table in the pouring of drinks from personal bottle.

Last call for food service at 10.30 pm and beverages service at 11.30 pm.

8. STORAGE OF LIQUOR BOTTLES

Liquor bottles “parked” in the Sports Tavern for storage will be limited to a time frame of 3 months from the date of purchase. The General Committee / the Management reserves the right to remove “parked” bottles after the expiry of the 3 months’ time frame.

Please insist on a parking bottle card and provide the card to staff on duty to retrieve parked bottles at all times. No bottles will be issued without correct parking cards.

Strictly no storage of beer/wine bottles.

9. OUTLET CLOSURE

The General Committee may from time to time close the outlet for the purpose of repair, renewal or any other reason deem necessary.

The General Committee may allow for the booking of the outlet to members' for private functions subject to agreed terms of payment and other terms and conditions for booking of facilities.

10. COMPLAINTS / SUGGESTIONS

All complaints must be made in writing to the Investigation Chairman not later than fourteen (14) days of the occurrence of such conduct complained of.

All suggestions may be shared in writing to the General Committee / the Management for their consideration via the form available at the Reception & Admin Office.

11. LIVE BAND PERFORMANCES

No other persons are allowed to perform / sing during live band performances, except the band in play commissioned by the Club to perform for that particular day/night.

“Open Karaoke” Session will be held from 7 pm – 11 pm every Thursday and during social events.

Only members and spouse are allowed to participate in the session, on a first come first served basis (maximum of 2 songs per person at a time).

Members are not allowed to operate the Karaoke system.

12. TABLE RESERVATION

Not Allowed

VII. BYE-LAWS FOR THE LAGOON

1. OPERATION HOURS

Monday – Sunday : 11.30 am – 12.00 midnight

Closing hours will be revised to 1am during band night(s).

Opening hours will be revised to 9 am if and when breakfast menu is available.

The General Committee may consent to changes in the operation hours as deem necessary.

All patrons are requested to vacate the premises at closing hour.

2. DRESS-CODE

Smart Casual - Formal / Casual / Sports attires allowed.

Bare feet, Bare body, wet/sweaty sports attire, and swim wear strictly prohibited.

3. LANGUAGE

No improper, vulgar or abusive languages. Voices at normal conversation, please.

No taking photographs / videos of other members without consent.

Please use earphones to stream movies/videos/audio on electronic devices.

4. SMOKING / VAPING / ELECTRONIC SMOKING DEVICES

Not allowed

5. CHILDREN

Unrestricted (Family member policy applies).

6. POLICY ON GUEST(S)

Unrestricted (Guest policy applies)

Affiliate members are allowed (subject to Rule 20).

7. F&B SERVICE

Food & Beverage services only for items as indicated in the Menu.

No outside Food and Beverage are to be brought into the Lagoon unless prior permission is obtained from the General Committee.

Bottle purchased c/w glasses and ice-bucket will be served and placed at the respective table of the patron. Bar Staff will not provide service at the table in the pouring of drinks from personal bottle.

Last call for food service at 10.30 pm and beverages service at 11.30 pm.

8. STORAGE OF LIQUOR BOTTLES

Liquor bottles “parked” in the Lagoon for storage will be limited to a time frame of 3 months from the date of purchase. The General Committee / the Management reserves the right to remove “parked” bottles after the expiry of the 3 months’ time frame.

Please insist on a parking bottle card and provide the card to staff on duty to retrieve parked bottles at all times. No bottles will be issued without correct parking cards.

Strictly no storage of beer/wine bottles.

9. OUTLET CLOSURE

The General Committee may from time to time close the outlet for the purpose of repair, renewal or any other reason deemed necessary.

The General Committee may allow for the reservation of the outlet to members' for private functions subject to agreed terms of payment and other terms and conditions for booking of facilities.

10. COMPLAINTS / SUGGESTIONS

All complaints must be made in writing to the Investigation Chairman not later than fourteen (14) days of the occurrence of such conduct complained of.

All suggestions may be shared in writing to the General Committee / the Management for their consideration via the form available at the Reception & Admin Office.

11. LIVE BAND PERFORMANCES

No other persons are allowed to perform / sing during live band performances, except the band in play commissioned by the Club to perform for that particular day/night.

Children below 12 years old are not allowed on the dance floor

Members' are not allowed to carry their glasses while dancing on the dance floor.

No persons are allowed on the stage except performers and technical crew.

12. TABLE RESERVATION

Members' are allowed to reserve in advance up to a maximum of 4 tables during lunch hours and weeknights, and a maximum of 2 tables during weekends.

Members' who reserve table(s) are required to pre-order their meals at least 3 days in advance to avoid any delay in food service.

Reservation is automatically cancelled 10 minutes after failure to arrive at reserved time and all applicable food orders will be charged into members' account.

VIII. BYE-LAWS FOR GAMING ROOM

1. OPERATION HOURS

Monday - Sunday : 12.00 noon - 12.00 midnight

2. DRESS CODE

Smart Casual - Formal / Casual / Sports attires allowed.
Bare feet, Bare body, wet/sweaty sports attire, and swim wear strictly prohibited.

3. ELIGIBILITY TO USE FACILITIES

No guests are allowed.
Member's children below 18 years are not allowed.
Members' children from ages 18 to 25 with valid membership card are allowed (subject to Rule15).
Affiliate members are allowed (subject to Rule 20).

4. GENERAL ETIQUETTE

Please ensure that all gaming tiles are kept in the designated containers upon playing.
Please request for play cards from the Lagoon Cashier when required
No vulgar or abusive languages. Voices at normal conversation, please.
No F&B service at the gaming room.
No outside food & drinks allowed.
No smoking / vaping / electronic devices in the gaming room.
Please turn off the television in the event of a thunderstorm.

5. BOOKING OF FACILITY

Not Allowed

The General Committee may consent the partial or full closure of the gaming room for Club related activities including social & championship events for a particular period.

6. MAINTENANCE & CARE

The Management reserves the right to close the gaming room partially or fully for a period of time for maintenance purposes. Notice will be placed in advance to notify members.
Members are urged to assist the Club Management by reporting any misuse of equipment or misuse of facilities or any thefts.

7. LIABILITY

The Management shall not be liable in respect of any loss of belongings, personal injury or mishap howsoever caused to any Members and Family Members using the gaming room.

8. COMPLAINTS & SUGGESTIONS

All complaints must be made in writing to the Investigation Chairman not later than fourteen (14) days of the occurrence of such conduct complained of.
All suggestions may be shared in writing to the General Committee / the Management for their consideration via the form available at the Reception & Admin Office

IX. BYE-LAWS FOR KARAOKE ROOM

1. OPERATION HOURS

Monday – Sunday : 12.00 noon – 12.00 midnight.

2. CHILDREN

Only Privileged Members age 18 and above with valid membership card are permitted into the Karaoke Room.

3. GUEST(S)

- Guests Days will be from Tuesday to Sunday, except on Monday.
- Each member is permitted to bring only three (3) guests subject to charges determined by the General Committee (subject to Rule 39).
- Prevailing charges will be debited to the account of the member introducing the guest.
- Members must be present at all times when guests utilise the karaoke facility.
- Affiliated Club Members are permitted to utilise the Karaoke facility.

4. REQUEST AND ORDER OF SONGS

- Members can utilise the self-operated VOD.
- A member can only request two songs at a time. If it is a full house it will be one song at a time.
- Members need to be considerate and pass on the microphone to the next members who has requested the next song,

5. PROHIBITION

- Absolutely no smoking in the Karaoke Room.
- If you wish to stream movies/videos/audio on your electronic devices, please use your ear/headphones.

6. FOOD & BEVERAGE SERVICE

- Please order your food and drinks through the Karaoke attendant.
- Only light snack services for items as indicated in the menu.
- The Smugglers' Inn staff will receive the food & beverage order by the Karaoke attendant and serve the patrons of the Karaoke Room who had placed the order.

Last call for food service at 10.30 pm and beverages service at 11.30 pm.

7. ATTIRE, CONDUCT AND DECORUM

- Dress Code is Smart Casual, no slippers, shorts, round collar t-shirts, track top and bottom.
- Damage to equipments and fittings shall be borne by the members causing the damage.
- All complaints must be directed in writing to the General Manager.
- Please be considerate by not indulging in a boisterous conversation while a patron is singing a song.
- Please observe decorum and social etiquette in the usage of the Karaoke Room facility.
- The Karaoke attendant has been instructed to enforce the abovementioned Rules & Bye-Laws.

X. BYE-LAWS FOR LOBBY

1. OPERATION HOURS

Monday – Sunday / Public Holiday : 9.00 am - 12.00 midnight

2. CODE OF CONDUCT

- Dress code is Casual. No sweaty T-shirts, sleeveless T-shirts and singlet.
- No smoking at the lobby area.
- No food and drinks allowed at the lobby area.
- No sleeping at the lobby area.
- No improper or abusive language. Voices at normal conversation levels, please.
- No personal belongings including bags, shoes and sports equipment to be left on the chairs, tables and other areas in the lobby.
- Guests attending private functions at the Smugglers' Inn are not allowed to gather at the lobby area.
- Children are not permitted to be seated in the lobby area unless they are accompanied by their parent.
- Members / children may use the Reading Room / Library and Deck as waiting areas.
- If you wish to stream movies/videos/audio on your electronic devices, please use your ear/head phones.

XI. BYE-LAWS FOR LIBRARY

1. OPERATION HOURS

Monday – Sunday	:	9.00 am – 10.00 pm.
Public Holiday	:	9.00 am – 10.00 pm.

2. CHILDREN

Members Children ages 18 and below with valid children card are allowed.
Members Children ages 18 and above with privileged member card are allowed.

3. GUEST(S)

No Guests are allowed.

4. USAGE OF ELECTRONIC DEVICES

- You are permitted to bring your own laptop & other electronic devices to the library.
- Please be considerate by not indulging in a loud and noisy conversation amongst yourself or over the telephone.
- If you wish to stream movies/videos/audio on your electronic devices, please use your ear/head phones.
- Strictly no access to pornography materials and online games.

5. PROHIBITION

- No smoking in the Library.
- No food & drinks allowed into the Library.
- No entry to the Reading Room (Children)

6 ATTIRE, CONDUCT AND DECORUM

- Dress code is Casual. No sweaty T-shirts, sleeveless T-shirts, track top and bottom.
- Damage to equipment and fittings shall be borne by the members causing the damage.
- Please observe decorum and social etiquette in the usage of the Library facility.
- Voices at normal conversation levels,
- Please do not remove any books / magazines / newspaper and any other reading material provided from the Library.
- The Club Management shall not be held responsible for the loss of or damage to your personal belongings brought to the reading room.

XII. BYE-LAWS FOR READING ROOM

1. OPERATION HOURS

Monday – Sunday : 9.00 am – 10.00 pm.
Public Holiday : 9.00 am – 10.00 pm.

2. CHILDREN

No Children are allowed.

3. GUEST(S)

No Guests are allowed.

4. USAGE OF ELECTRONIC DEVICES

- Please be considerate by not indulging in a loud and boisterous conversation amongst yourself or over the telephone.
- If you wish to stream movies/videos/audio on your electronic devices, please use your ear/head phones.
- Strictly no access to pornography materials.

5. PROHIBITION

- No smoking in the Reading Room.
- No food & drinks allowed into the Reading Room.

6. ATTIRE, CONDUCT AND DECORUM

- Dress code is Casual. No sweaty T-shirts, sleeveless T-shirts, track top and bottom.
- Damage to equipment and fittings shall be borne by the members causing the damage.
- All complaints must be directed in writing to the Club Manager.
- Please observe decorum and social etiquette in the usage of the Reading Room facility.
- Voices at normal conversation levels.
- Please do not remove any books / magazines / newspaper and any other reading material provided for members reading pleasure.
- The Club Management shall not be held responsible for the loss of or damage to your personal belongings brought to the reading room.

XIII. BYE-LAWS FOR GYMNASIUM

1. OPERATION HOURS

Monday to Sunday : 7.00 am – 11.00 pm

2. DRESS CODE

Strictly sports attire only

3. ELIGIBILITY TO USE FACILITIES

- No guests are allowed.
- Member's children below 15 years are not allowed.
- Member's children from ages 15 to 18 with valid membership card are allowed to use from 10am to 6pm daily.
- Members' children from ages 18 to 25 with valid membership card are allowed (subject to Rule 15).
- Affiliate members are allowed (subject to Rule 20).
- Members are required to use their own Membership Card to access into the gym. Please do not use another member or family member's card to gain access. Eligible members may apply for a Membership card at the Admin Office.

4. GENERAL ETIQUETTE

- It is compulsory for every Gym user to use his/her personal towel while working out at all exercise stations for the purpose of Gym etiquette and hygiene.
- Gym users must place the barbells, dumbbells, free-weights in the racks provided after use.
- No smoking / vaping / electronic devices in the gymnasium.
- Please handle all equipment with care.
- No personal coaching classes allowed without the written permission from the Management.
- Please be considerate on the usage timing for each machine for the benefit of all members.
- Please register your name in the Registration Book before usage of the gym.
- No equipment may be brought out of the gym without prior consent from The Management.

5. BOOKING OF FACILITY

Not Allowed

The General Committee may consent the partial or full closure of the gymnasium for Club related activities including social & championship events for a particular period.

6. MAINTENANCE & CARE

The Management reserves the right to close the gymnasium partially or fully for a period of time for maintenance purposes. Notice will be placed in advance to notify members.

Gym users are urged to assist the Club Management by reporting any misuse of equipment or misuse of facilities or any thefts.

7. LIABILITY

The Management shall not be liable in respect of any loss of belongings, personal injury or mishap howsoever caused to any Members and Family Members using the Gymnasium.

8. COMPLAINTS & SUGGESTIONS

All complaints must be made in writing to the Investigation Chairman not later than fourteen (14) days of the occurrence of such conduct complained of.

All suggestions may be shared in writing to the General Committee / the Management for their consideration via the form available at the Reception & Admin Office.

XIV. BYE-LAWS FOR SWIMMING POOL

1. OPERATION HOURS

Monday & Friday	:	2pm - 9pm (Pool Cleaning 8am - 2pm)
Tuesday & Thursday	:	7am - 12pm & 2pm- 9pm (Lunch break 12pm -2pm)
Wednesday, Saturday & Sunday	:	7am - 9pm

2. DRESS CODE

Proper swimming attire including bathing cap (where necessary).
Strictly no t-shirts, shorts, tracks, and pants allowed in the pool.

3. ELIGIBILITY TO USE FACILITIES

- Members and eligible family members are allowed to use the swimming pool. (Subject to Rule 15).
- Affiliate members are allowed (subject to Rule 20).
- Children below 12 years must be in the supervision of an adult at all times.
- Members' guests are eligible to use the pool subject to charges determined by the General Committee (subject to Rule 39).
- Prevailing charges will be debited to the account of the member introducing the guest.
- Members / family members must be present at all times when guests are using the swimming pool.
- Member's children are not allowed to sign guests for usage of the swimming pool.

4. GENERAL ETIQUETTE

- All persons entering the pool must take a shower and use the footbath before entering the pool.
- No person suffering from any infectious or contagious disease may use the pool.
- Boats, toys, rubber, tubes, oxygen tanks, dinghies, lie lows, plastic buckets and spades or other articles including floatation appliances are not allowed in the pool.
- Flippers, floats, arm bands and rubber rings are allowed in the pool subject to the discretion of the Life Guard or The Management.
- No smoking and No F&B service within the confines of the pool.
- Spitting in the pool area is not allowed. No substance or matter of any nature whatsoever may be thrown into the pool and in particular parents and guardians must ensure that children abide to this rule.
- No person in a swimming attire may enter or be found in any other part of the Club premises except the pool area and the passage ways leading directly to the dressing rooms.
- No person shall enter the filtration plant area or interfere or tamper with valves, fittings equipment or machinery or any kind in or around the pool.
- No person is allowed to walk and/or sit on the bottom of the pool for safety reasons.

5. BOOKING OF FACILITY

Not Allowed

The General Committee may consent to the partial or full closure of the swimming pool for Club related activities including social & championship events for a particular period.

6. MAINTENANCE & CARE

The Management reserves the right to close the swimming pool partially or fully for a period of time for maintenance purposes. Notice will be placed in advance to notify members.

Members are urged to assist the Club Management by reporting any matters with regards to the pool operations.

7. LIABILITY

The Club accepts no responsibility for any illness, injury, accident or fatality to members, their guests or members of their family arising from the use of the pool or for the loss of any clothing, money or valuable left in the dressing rooms or the pool surroundings.

8. COMPLAINTS & SUGGESTIONS

All complaints must be made in writing to the Investigation Chairman not later than fourteen (14) days of the occurrence of such conduct complained of.

All suggestions may be shared in writing to the General Committee / the Management for their consideration via the form available at the Reception & Admin Office

XV. BYE-LAWS FOR CONTRAST BATH POOLS

1. OPERATION HOURS

Monday - Friday : 4pm - 9.30pm
Saturday & Sunday : 9am - 9.30pm

2. DRESS CODE

Proper swimming attire.
Strictly no t-shirts, shorts, tracks and pants allowed in the contrast bath pools.

3. ELIGIBILITY TO USE FACILITIES

Members and spouses only.

4. GENERAL ETIQUETTE

- No sun cream or other lotions to be worn when entering the contrast bath pools.
- No person suffering from any infectious or contagious disease may use the contrast bath pools.
- No smoking and No F&B service within the confines of the contrast bath pools.
- No petting or horseplay around the contrast bath pools.
- No usage of mobile phones in this facility.
- Boats, toys, rubber, tubes, dinghies, lie lows, plastic buckets and spades or other articles including floatation appliances are not allowed in the contrast bath pools.
- Spitting, pushing, jumping or diving into the contrast bath pool are not allowed. No substance or matter of any nature whatsoever may be thrown into the contrast bath pools.
- Limit your soak to 15 minutes at a time and cool off before re-entry, subject to a maximum of 1 hour per member in this facility.
- Do not enter into the contrast bath pools if the water temperature is over 40 Celsius.
- Do not use contrast bath pools facilities after immediate consumption of alcohol.
- Pregnant women, elderly persons or anyone with medical concerns should consult a doctor before using this facility.
- No person in a swimming attire may enter or be found in any other part of the Club premises except the contrast bath pools area and the passage ways leading directly to the dressing rooms.
- No person shall enter the filtration plant area or interfere or tamper with valves, fittings equipment or machinery or any kind in or around the contrast bath pools.
- Restricted to 8 persons at any one time in each contrast bath pool.

5. BOOKING OF FACILITY

Not Allowed

The General Committee may consent the partial or full closure of the contrast bath pools for Club related activities.

6. MAINTENANCE & CARE

The Management reserves the right to close the contrast bath pools partially or fully for a period of time for maintenance purposes. Notice will be placed in advance to notify members.

Members are urged to assist the Club Management by reporting any matters with regards to the contrast bath pools operations.

7. LIABILITY

The Club accepts no responsibility for any illness, injury, accident or fatality to members and their spouses arising from the use of the contrast bath pools or for the loss of any clothing, money or valuable left in the dressing rooms or the contrast bath pools surroundings.

8. COMPLAINTS & SUGGESTIONS

All complaints must be made in writing to the Investigation Chairman not later than fourteen (14) days of the occurrence of such conduct complained of.

All suggestions may be shared in writing to the General Committee / the Management for their consideration via the form available at the Reception & Admin Office.

XVI. BYE-LAWS FOR MEMBERSHIP

1. ORDINARY MEMBERS, LADY MEMBERS & TERM MEMBERS

1.1 PROCEDURE

- (i) Application submitted to the membership department for processing.
- (ii) Administration will screen the application form and check whether the proposer and seconder are members of benefit.
- (iii) The membership application form shall be verified by the Secretary.
- (iv) Once the application is verified by the Secretary, it will be then forwarded to the Membership Chairman for review and recommendation.
- (v) The application will then be presented to General Committee at General Committee Meeting for consideration and preliminary approval to proceed further.
- (vi) After screening by the General Committee, the candidate's name, along with the proposer and seconder, shall be posted on the Club's notice board for not less than one month for members comments.
- (vii) Following this process, the candidate shall be called for interview session. The General Committee will conduct the interview and provide their recommendation to President / Membership Chairman.
- (viii) Once approved by the Membership Chairman, a letter will be sent to the successful membership candidate for payment.
- (ix) Membership becomes effective on the date payment is received. The candidate will receive a membership number and credit facilities will be extended as a member (Privilege).
- (x) Documents given to members include:
 - Access Card (Membership Card)
 - Rules and Regulations of the Club
 - Affiliated Clubs List
 - Membership Data Form
 - Car Sticker Form
- (xi) Induction Ceremony for Ordinary Members:

Members are required to attend a mandatory Induction Ceremony, where they will meet with the General Committee to finalise their status as full members.

In the event that a member is unable to attend, they are required to submit a written request with a valid reason for their absence. The decision on the outcome will be at the discretion of the General Committee.

1.2 INCENTIVE PLAN

To encourage more applicants to join as Ordinary Members, the Club has introduced an incentive plan exclusively for Ordinary Members. Under this plan, existing members who successfully recommend a candidate for Ordinary Membership will be rewarded with a RM500 F&B voucher. This voucher will be valid for six months from the date of issuance and will only be issued after the candidate has made full payment for the Membership.

2. TRANSFER OF MEMBERSHIP

2.1 GENERAL INFORMATION

Membership in the Royal Klang Club shall be transferable by an Ordinary / Senior and Life Member only.

The transferee of a Senior / Life membership shall become an Ordinary Member upon acceptance as a member.

The fees payable to the Royal Klang Club for a Transfer of Membership are as follows :

- (i) Transfer Fee :
 - (a) A transfer administration fee of RM100.00 will be charged for the transfer of membership for members children (applicable only to males).
 - (b) A transfer administration fee of RM1,560.00 will be charged for the transfer of membership for other categories.
- (ii) Refundable Deposit :

A refundable deposit of RM 2,500.00 will be charged upon the approval of the membership application.
- (iii) Monthly Subscription :

Each member shall pay a monthly subscription of RM 70.00.

2.2 PROCEDURE

- (i) Upon receiving the Transfer Notice, administration will guide individual on transfer procedures.
- (ii) Check for any outstanding payments by the transferor. If yes, all outstanding payments must be paid in full.
- (iii) The transferee needs to fill-up the membership application form. The form would require a proposer and a seconder who must be Royal Klang Club members in benefit.
- (iv) Administration will screen the application form and verify whether the proposer and seconder are members in benefit.
- (v) The membership application form shall be verified by the Secretary.
- (vi) Once verified by the Secretary, it will be forwarded to the Membership Chairman for review and recommendation.
- (vii) The application is then presented to General Committee at the General Committee Meeting for consideration and preliminary approval to proceed further.

- (viii) After screening by the General Committee, the candidate's name, along with the proposer and seconder, shall be posted on the Club's notice board for not less than one month for members comments.
- (ix) Following this process, the candidate shall be called for interview session. The General Committee will conduct the interview and provide their recommendation to President / Membership Chairman.
- (x) Once approved by the Membership Chairman, a letter will be sent to the successful membership candidate for payment.
- (xi) Once received the payment from the candidate, the Club will inform the transferor that their membership will be terminated.
- (xii) Membership becomes effective on the date payment is received. The candidate will receive a membership number and credit facilities will be extended as a member (Privilege).
- (xiii) Documents given to members are:
 - Access Card (Membership Card)
 - Rules and Regulations of the Club
 - Affiliated Clubs List
 - Membership Data Form
 - Car Sticker Form
- (xiv) Members are required to attend a mandatory Induction Ceremony, where they will meet with the General Committee to finalise their status as full members.

In the event that a member is unable to attend, they are required to submit a written request with a valid reason for their absence. The decision on the outcome will be at the discretion of the General Committee.

3. MEMBERSHIP INSTALLMENT PLAN

3.1 THE OBJECTIVE

The Objective of the above Scheme is to recruit New Members to enable those who are keen but due to financial constrain unable to pay the Membership Fees in One (1) Lump Sum therefore this scheme will enable the prospect to pay RKC Membership Fees by way of Monthly Installments.

3.2 SCHEME OF PAYMENT

3.2.1 Membership fees can be paid in monthly installments of RM1,000 and the said monthly installments are to be paid within the first week of each month. The total payment schedule shall be paid within 14 months upon execution of the Membership forms and the final installment shall cover the balance outstanding payment.

3.2.2 Breakdown of Membership Fee

- Entrance Fee: RM 10,400.00
- Development Charge: RM 1,100.00
- Subtotal: RM 11,500.00
- SST (8%): RM 920.00

Refundable Deposit: RM 2,500.00
Total: RM 14,920.00

- 3.2.3 Members shall have the flexibility to make higher payments or settle the full amount earlier if the member deems affordable.
- 3.2.4 In the event any Member fails to make payments for four (4) consecutive months, the General Committee reserves the right and discretion to terminate the membership.
- 3.2.5 The credit limit on this Scheme is reduced from RM2,500 to RM1,000. The full credit limit of RM2,500 will be allowed upon payment of six (6) monthly installment payments.
- 3.2.6 The spending privileges are available up to 90 days.

3.3. OTHER TERMS AND CONDITIONS

- 3.3.1 Members on this scheme do not have voting rights until full payment under this scheme is made.
- 3.3.2 Term memberships are not eligible for this plan.
- 3.3.3 The Proposer and Secunder of membership candidate under the installment scheme are jointly responsible to ensure the full payment of membership fees by the said candidate.

3.4. APPLICATION PROCEDURE

- 3.4.1 Application form to be submitted to the membership department for processing.
- 3.4.2 Administration will screen the application form and check whether the proposer and seconder are members of benefit.
- 3.4.3 The membership application form shall be verified by the Secretary.
- 3.4.4 Once the application is verified by the Secretary, it will be then forwarded to the Membership Chairman for review and recommendation.
- 3.4.5 The application will then be presented to General Committee at General Committee Meeting for consideration and preliminary approval to proceed further.
- 3.4.6 After screening by the General Committee, the candidate's name, along with the proposer and seconder, shall be posted on the Club's notice board for no less than one month for members' comments.
- 3.4.7 Following this process, the candidate shall be called for interview session. The General Committee will conduct the interview and submit their recommendation to the President or Membership Chairman for approval.
- 3.4.8 Once approved by the Membership Chairman, a letter will be sent to the candidate for payment.
- 3.4.9 Membership becomes effective on the date the first payment is received. The candidate will receive a membership number and credit facilities will be extended as a member (Privilege).
- 3.4.10 Documents given to members include:
- Access Card (Membership Card)
 - Rules and Regulations of the Club

- Affiliated Clubs List
- Membership Data Form
- Car Sticker Form

3.4.11 Members are required to attend a mandatory Induction Ceremony upon the full settlement of their membership payment, during which they will meet with the General Committee to finalize their status as full members.

In the event that a member is unable to attend, they are required to submit a written request with a valid reason for their absence. The decision on the outcome will be at the discretion of the General Committee.

4. CORPORATE MEMBERS

4.1 PROCEDURE

- (i) Application submitted to the membership department for processing.
- (ii) Administration will screen the application form and check the nominees particular and company profile.
- (iii) The application form shall be verified by the Secretary.
- (iv) Once the application is verified by the Secretary, it will be then forwarded to the Membership Chairman for review and recommendation.
- (v) Application then presented to General Committee at General Committee Meeting for consideration and General Committee approval to process further.
- (vi) Once it is approved by the Membership Chairman, letter will be sent to the company for payment.
- (vii) The membership becomes effective on the date payment received. The nominees would then be allotted a membership number whereupon he or she would be extended credit facilities as a corporate member.
- (viii) Documents given to members are:
 - Access Card (Membership Card)
 - Rules and Regulations of the Club
 - Affiliated Clubs List
 - Membership Data Form
 - Car Sticker Form
- (ix) A Corporate Member may at its option replace its current nominees with any other persons from within corporation subject to the General Committee's acceptance and upon payment of an administration fee of 10% from the entrance fee.
- (x) Members are required to attend a mandatory Induction Ceremony, where they will meet with the General Committee to finalise their status as full members.

In the event that a member is unable to attend, they are required to submit a written request with a valid reason for their absence. The decision on the outcome will be at the discretion of the General Committee.

5. LIFE MEMBERS

- 5.1 The General Committee may at their discretion elect an Ordinary Member of at least ten (10) years standing membership and rendered outstanding service to the Club.
- 5.2 The fees payable to Royal Klang Club for Life Member is RM10,000 or such higher sum as the General Committee may decide.
- 5.3 The name of the member then presented to General Committee at the General Committee Meeting for consideration and approval.
- 5.4 Once it is approved by the General Committee, a letter will be sent to the member.
- 5.5 The Life Member status becomes effective on the date payment received. The member would then be allotted a membership number according to their name.

6. HONORARY MEMBERS

- 6.1 The current sitting Menteri Besar of Selangor shall be an Honorary Member of the Club.
- 6.2 The General Committee may invite the Selangor Royal Household, Senior Government Servants, Olympians and distinguished members of the society in Klang to be Honorary Members of the Club.
- 6.3 The name of the candidate then presented to General Committee at the General Committee Meeting for consideration and approval.
- 6.4 Once it is approved by the General Committee, a letter will be sent to the candidate.
- 6.5 The Honorary Member status becomes effective when the candidate endorsed the acceptance letter. The candidate would then be allotted a membership number.
- 6.6 The Honorary membership for senior government servants will cease upon their transfer or retirement from their respective positions.

7. SENIOR MEMBERS

- 7.1 The General Committee may at their discretion elect an Ordinary Member who has attained the age of 65 years with not less than 15 years of membership.
- 7.2 The name of the members then presented to the Membership Chairman for approval.
- 7.3 Once it is approved by the Membership Chairman, a letter will send to the member.
- 7.4 The Senior Member status becomes effective when the member endorsed the acceptance letter.
- 7.5 A Senior Member may transfer his membership to his lawful son, subject to the payment of the requisite transfer fee by the recipient.
- 7.6 Upon approval of the transfer of membership by the General Committee, the recipient shall be deemed an Ordinary Member of the Club.

- 7.7 Following the approval and effect of the transfer in accordance with 7.5, the Senior Member shall fall within the category of a Privileged Member, to whom all provisions under Rule 20A shall apply and shall pay the monthly fee as determined by the General Committee.

8. FAMILY MEMBERS

- 8.1 The spouses, and children below 18 years of age of members and of Corporate Nominees.

- 8.2 The spouse of deceased member.

Procedure :

- (i) A letter and application form will be sent to spouse of deceased member.
- (ii) Application submitted to the membership department for processing.
- (iii) Application form shall be verified by the Secretary.
- (iv) Application form then presented to the Membership Chairman for approval.
- (v) Once it is approved by the Membership Chairman, a letter will send to the spouse to inform that her membership has been approved.
- (vi) The spouse of the deceased member then be allotted a membership number.

- 8.3 Members children of 18 years of age and below 25 years of age, who is unmarried, studying locally or overseas and is not gainfully employed.

Procedure :

- (i) Application submitted to the membership department for processing.
- (ii) Administration will screen the application form and check whether all the particular in order.
- (iii) The membership application form shall be verified by the General Manager / Club Manager for approval.
- (iv) Membership number will be allotted to them.
- (v) Each member shall pay a monthly subscription of RM 30.00 per month.

9. SPORTS AND DAY MEMBERS

- 9.1 The General Committee at its sole discretion may invite any individual to become a Sports Member for the day or days of any sporting fixtures.

- 9.2 The General Committee at its sole discretion may invite any individual to become a Day Member and is allowed to use the Slot Machine Room facilities.

- 9.3 Such Sports and Day members are also bound by rules and regulations of the Club.

10. ABSENT MEMBERS

- 10.1 An Ordinary Member ceasing to be ordinary resident in Malaysia may by notice in writing with the relevant documents to the General Manager to apply for Absent Member.

- 10.2 Status of Absent Member shall only commence after which the member has paid all monies owed by the Club and approval from the Membership Chairman.

10.3 An absent member who temporarily returns to Malaysia but is no longer ordinarily resident in Malaysia may activate their membership on a temporary basis by submitting a written request to the General Manager. Upon activating the membership, the member shall pay the full monthly subscription for each month.

11. RECIPROCAL MEMBERS

11.1 Reciprocal Arrangements :

- General Committee may establish reciprocal agreements with other Clubs.
- Terms and conditions are determined by the General Committee.

11.2. Facility Usage :

- Members of reciprocating Clubs can use Royal Klang Club facilities while in Klang.
- Access to amenities as per the reciprocating Club's rules.

11.3. Compliance and Control :

- Reciprocal members must adhere to current Club rules and regulations.
- Subject to the control and directions of the General Committee.

11.4 Entitlement Period and Payment :

- Members of Affiliated Clubs enjoy Royal Klang Club privileges for a limited period with a letter of introduction.
- Payment via Credit Card.

11.5 Guests Policy :

- Visiting members from Affiliated Clubs are permitted to bring guests.

11.6 Conduct :

- The General Manager or any Member of the General Committee reserves the right to request the departure of a visiting member exhibiting undesirable conduct.
- In case of refusal, the General Committee may report the matter to the concerned Affiliated Club for further action.

XVII. BYE-LAWS FOR SLOT MACHINE ROOM

1. OPERATING HOURS

Sundays to Fridays	:	12.00 noon – 2.00 am
Saturdays	:	12.00 noon – 3.00 am
Public Holidays and Eve of Public Holidays	:	12.00 noon – 3.00 am

2. DRESS-CODE

- 2.1 All day members are expected to dress in a manner that is respectful to others and appropriate for a public setting. This includes maintaining a clean and neat appearance while on the premises. The Management reserves the right to deny entry or service to individuals whose attire does not meet these guidelines or may disrupt the experience of other members.

3. LANGUAGE

- 3.1 No member and/or persons accorded privilege to be day members of the Club shall use improper, vulgar or abusive languages whilst in the slot machine room.
- 3.2 All members and persons accorded privilege to be day members of the Club shall maintain at all times normal conversational voice level whilst in the slot machine room.
- 3.3 All member or person accorded privilege to be day members of the Club shall use ear phones whilst streaming movies/videos/audio on electronic devices in the slot machine room.

4. SMOKING / VAPING / ELECTRONIC SMOKING DEVICES

- 4.1 Strictly allowed only in designated areas of the slot machine room.

5. VIDEO RECORDING OR PHOTOGRAPHY ARE PROHIBITED

- 5.1 The use of any devices, including but not limited to smartphones, tablets, cameras, and other recording equipment, for video recording or photography is strictly prohibited within the premises. The Management reserves the right to confiscate such devices and delete any unauthorised recordings or photographs.

6. ENTRY POLICY

The following persons are strictly prohibited from entering the slot machine room

- 6.1 Persons below the age of 21 years,
6.2 Muslims,
6.3 Undocumented Foreigners,
6.4 RKC members serving a period of suspension (including expelled members),
6.5 Persons termed as persona non grata.

7. REGISTRATION

- 7.1 All day members (including RKC members) visiting the slot machine room are required to register at the front desk in the registration book upon entering and leaving the slot machine room.
- 7.2 All RKC members are required to produce their membership card upon registration prior to entry into the slot machine room.

8. F&B SERVICE

- 8.1 Food & Beverage services are only for items as provided in the Menu.
- 8.2 Food & Beverage services are only for seated playing persons only and not guest of such persons.

9. DAMAGE TO PROPERTY

- 9.1 Any member or person accorded privilege to be day members of the Club causing any damage to any property, machine, devices whilst at the slot machine room will be charged the full cost to either make good the damage or any replacement thereof as assessed by the General Committee on the advice of the slot machine room operator. The decision of the General Committee in respect of the cost shall be final.
- 9.2 Such member or persons accorded privilege to be day members of the Club causing any such damage shall be prohibited from entering the slot machine room until such time he or she has made good the said damage including any period of suspension imposed in accordance with the Clubs Rules and Regulations and Bye-Laws.
- 9.3 The Club and/or slot machine room operator shall not be liable for the loss of damage to any property whatsoever brought upon the slot machine room premises by a member or person accorded privileges of the Club irrespective of whether such property was entrusted to a servant, employee or staff of the slot machine room operator.

10. MISBEHAVIOUR

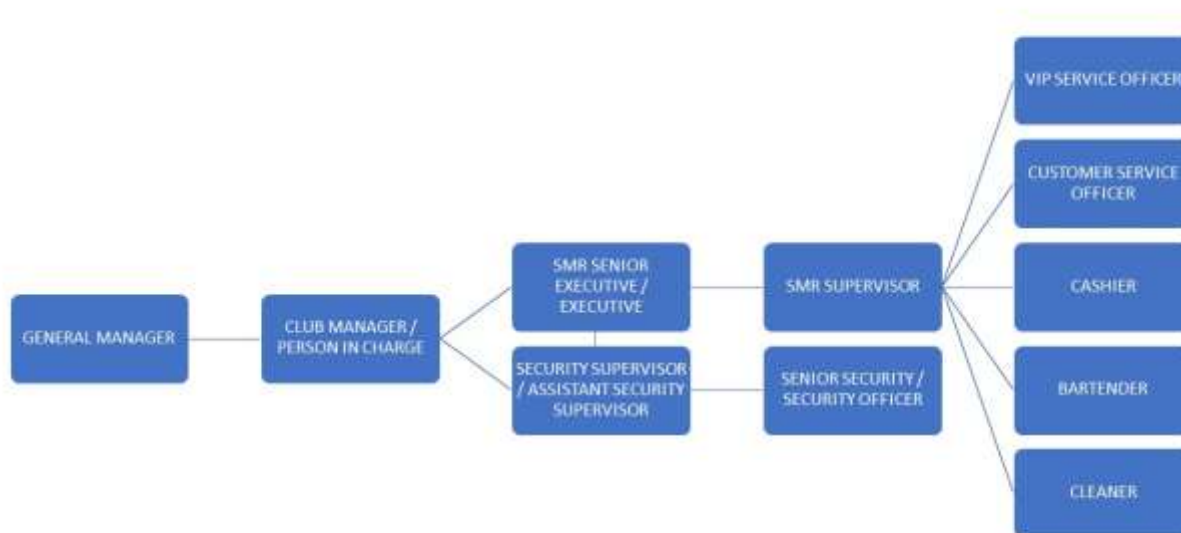
- 10.1 No employees or staff of the slot machine room operator is to be harmed physically or verbally by any member or person accorded privilege whilst in the slot machine room.
- 10.2 No servant, employees or staff of the slot machine room operator is to be sexually harassed either physically or verbally including touching, gesturing, showing of inappropriate material and doing any act deemed offensive by any member or person accorded privilege to be day members whilst in the slot machine room.
- 10.3 Any member or person accorded privilege as stated above is found to have committed any such act as mentioned in 10.1 and 10.2 above shall be prohibited from entering the machine/gaming room for such period as the General Committee shall deem appropriate including making the said person a persona non grata of the Club.
- 10.4 If such person as mentioned in 10.3 above is a member of RKC, such person shall be liable to be referred to the Clubs disciplinary Committee.
- 10.5 If RKC members are involved in any form of misconduct by way of physical force, uttering of abusive words towards fellow members and any other misbehaviour which warrants suspension, Slot Machine Room Management have the absolute right to take action by suspending the member/s involved and file an official complaint to RKC Disciplinary Chairman for appropriate action to be taken against the RKC member concerned.

11. BREACH OF BYE LAWS AND RULES

- 11.1 Any member and persons accorded privilege to be day members of the Club is found to have breached any of this bye-laws shall be prohibited from entering the slot machine room for such period as the General Committee of the Club shall decide.

11.2 If the breaches of this bye-laws and rules are committed by members of RKC such member shall further be liable to disciplinary action by the Club in accordance with its rules and regulations.

12. ORGANISATIONAL STRUCTURE OF SLOT MACHINE ROOM



13. SAVINGS

13.1 The Slot Machine Room Operator is the lawful contractual operator engaged by the Club for the efficient management and running of the slot machine room in accordance with its rules and regulations. Any unwarranted action by members and persons accorded privilege as stated above against any property, servant, employees and staff of the operator not expressly provided in this bye law shall be deemed to be an action against the Club its property servant and employee and the General Committee shall have the absolute authority as provided in the Clubs rules and regulations to take such action against such member or privilege person.

XVIII. CCTV SYSTEM IN THE CLUB PREMISES

1. RATIONALE FOR THE INSTALLATION

The CCTV cameras had been installed pursuant to a decision of the General Committee to improve the security and safety of members and their guests within the Club's premises. This follows a number of complaints from members relating to or arising from the quality of guests being brought in by members, to the increasing incidents of misuse of the Club's premises and facilities by members, their children, or guests whether these be during the hours of operation of the Club or thereafter, and also to the increasing incidents of theft or pilferage of liquor bottles purchased and retained at the bar members as well as to Club's properties and members' personal belongings such as the mobile telephones. There had also been a number of cases of violence or near violence that had broken out amongst members and/or guests and of reported cases of break-ins into motor vehicles parked at the car parks.

Therefore in order to forestall any untoward incident from taking place, the General Committee had felt it imperative to improve the standard of security and safety measures that are currently in use at the Club.

It is fervently hoped that members do accept the measure taken in installing the CCTV cameras in the bars and car parks as nothing more than an attempt by the General Committee to improve the security and safety in the Club so as to make the visit to our Club a more pleasurable and memorable one, and certainly not as an attempt to spy on members' activities or to infringe on their privacy. For this purpose the General Committee has set strict rules (see below) on the usage and operation of these cameras. In order to forestall any misgiving, it is hereby stated that CCTV cameras shall only be in operation at the F&B outlets and the car parks.

2. RULES PERTAINING TO THE USAGE OF CCTV

The following rules shall strictly apply to the usage and operation of the CCTV system in the Club;

- (a) the system shall operate on the basis of 24 hours for 7 days a week;
- (b) the system shall operate from the General Manager's office;
- (c) the system is designed not to give any access to anyone to view the tape at random, as viewing is strictly to be resorted to only in the event of a breach of discipline committed by a member or members or his/their guest/s as reported by a member or staff, or in the event of a theft or pilferage or of a wanton or reckless act committed, and where the party having been alleged to have committed the said breach or theft/pilferage or the wanton or reckless act (in cases where the identity is disclosed in the complaint made) makes no admission to having committed it;
- (d) in any of the cases stated in paragraph © above, viewing shall be mandatory but such viewing shall strictly be restricted to the persons authorized to do so. The authorized persons for this purpose shall be;
 - i. the President;
 - ii. the Disciplinary Committee Chairman;
 - iii. the Security Committee Chairman; and,
 - iv. the General Manager.

- (e) where a reported incident is criminal in nature, or where the law mandates any such incident be reported to the relevant authorities having jurisdiction in law over it, and/or where an order is made by the authority concerned to the Club to hand over the tape for purposes of their investigation, then and in all such events the Club shall and is hereby authorized to hand over the tape to the said authority.
- (f) the CCTV system is designed so that all other cases, i.e. where there had been no incident reported that necessitates a viewing of the tape, to self-erase the tape in its entirety upon expiry of 14 days.

XIX. INTERNET ACCESS IN THE CLUB PREMISES

1. WI-FI ACCESS

For the benefit of Members of Royal Klang Club, Wi-Fi Access to the Internet is now available within the Club's premises. Wi-Fi signal strengths will vary within the perimeter of the premises, and to address this, a total of three additional physical "Access Points" have been installed. The secured wireless networks can be accessed from Access Points depending on where strongest signals are available.

XX. BYE-LAWS GOVERNING THE USE, DISPLAY INCLUDING RESTRICTION TO SUCH USE AND DISPLAY OF THE ROYAL KLANG CLUB (RKC) EMBLEM

OBJECTIVE

Objective of this bye-law is to govern the usage, design specifications and restrictions in connection with the emblem of the Royal Klang Club (“**RKC Emblem**”) as defined in the *Rule 1.3 of the RKC Rules and Regulations*. This Bye-Law shall apply to all and/or any use of the RKC Emblem whether in any physical or digital form that displays the RKC Emblem.

1. Emblem Usage

- **Official Use:**
The RKC Emblem shall only be used only on official documents or displayed in any manner only as approved by the General Committee.
- **Non-Controversial Use:**
The RKC Emblem shall not any time be used by any Member or Sports Section to be associated with any form of use that in the opinion of the General Committee that may tarnish and/or bring disrepute to the Club.
- **Public Use:**
Non-Members and non-affiliated entities, including those utilising the Club facilities, are prohibited to use the RKC Emblem.

2. Emblem Design Specifications

- **Colour and Shape Consistency:**
The emblem shall be in the shape of a shield, divided into four coloured quarters of red and yellow. In the centre, there shall be a pair of Royal Keris placed in a crisscrossed manner, overlapping the coloured quarters. The year "1901" shall be inscribed at the base of the shield.
The words “KELAB DIRAJA KLANG” shall also be emblazoned at the bottom the shield. The colour scheme on the emblem shall be standardised at all times (“**RKC Emblem**”).
- **Size and Proportion:**
The size of the emblem shall be proportionate to the medium on which it is applied. The Club, if required, will engage a product designer to create an AI file with proper colour codes, width, and length specifications.
- **Design Elements:**
No alterations to the emblem's design, colour, tone, or other visual elements are permitted unless formally approved by the General Committee.

3. Emblem Application on Apparel

- **RKC Club Tee Shirts and merchandise:**
Any Sports Section intending to use the RKC Emblem on any tee shirt or merchandise shall first seek and obtain the written approval of the General Committee before the use of the RKC Emblem. A copy of the design/layout of any such tee shirt or merchandise including all written content associated with the use of the RKC Emblem on such Tee Shirts must be submitted to the General Committee for approval as aforementioned.

4. External Events and Rentals

- **Unaffiliated Events:**
The RKC emblem is strictly prohibited to be used by any non-member, external party or any third party who has paid to use any of the facilities of the Club.
- **Unauthorised Use:**
In the case of any unauthorised use of the RKC Emblem, the Club reserves the right to address such misuse directly with any party involved, further the Club reserves its right to take appropriate legal action.

5. Trademark

- After the expiry of notification of this Bye-Law under the RKC Rules and Regulations, the stipulations and restrictions of the use of the RKC Emblem shall apply. The rights of the Club in respect to the RKC Emblem is hereby reserved.

6. Compliance and Enforcement

- **Approval Process:**
The procurement of the written approval for the use of the RKC Emblem shall be as ascribed in Section 3 above.
- **Amendments to the Bye-Laws:**
RKC Management reserves the right to update and amend this bye-law if necessary.

SPORTS AND FACILITIES

PREAMBLE

1. The Bye-laws are established by the Royal Klang Club (RKC) to regulate, administer and manage its Sports Section operational activities.
2. These Bye-laws operate under and are subordinate to the Club's Constitution.
3. All Bye-laws must be authorised and approved by the General Committee (G.C.).
4. The Bye-laws for each section are specific to the respective sports conducted within the boundaries of the Royal Klang Club.
5. The General Committee reserves the right to amend, repeal, or suspend these Bye-Laws as deemed necessary.
6. Captains appointed by the General Committee (G.C) are responsible for overseeing and managing activities related to their respective sports, whether conducted on Club premises or external locations.
7. Guests are permitted to play upon payment of a RM5.00 fee per guest **“prescribed fees, subject to change by the General Committee”**, with Host Members responsible for registering their guests in the Guest Registration Book at the Registration Counter, ensuring the fee is charged to their account and limiting registrations to three (3) guests at a time.
8. All Members and guests are required to adhere to the Sports Section Bye-Laws and any additional rules set forth by the General Committee or Sports Captains.
9. Members and guests are required to prioritise safety and conduct themselves appropriately both on and off the sports facilities. Any misconduct or abuse will result in disciplinary action by the General Committee.
10. The Club will not be held liable for any injuries, accidents, or losses occurring within its sports facilities. Players participate at their own risk.
11. Members of Affiliated Clubs are allowed to play, subject to prior approval or verification by the Club Management, based on availability and compliance with Club policies.
12. The General Committee supports initiatives aimed at promoting sports development, including training sessions, tournaments and junior programmes.

XXI. BYE-LAWS FOR SNOOKER

1. OPERATION HOURS

Monday – Thursday : 4.00 pm – 12.00 midnight
Friday - Sunday : 12.00 noon – 12.00 midnight

Snooker practice and training sessions take place from Friday to Sunday.

2. ATTIRE IN THE SNOOKER ROOM

Long pants and collared shirts/T shirts for men.
Ladies' smart casual or appropriate dressing.

Slippers, singlet, short pants are strictly prohibited.

3. CHILDREN

Only Privileged Members age 18 and above with valid membership card are permitted into the Snooker Room.

4. GUEST(S)

- Guest Days are scheduled from Friday to Sunday.
- Each member is permitted to bring only two (2) guests subject to charges determined by the General Committee (subject to Rule 39).
- Prevailing charges will be debited to the account of the member introducing the guest.
- Members must be present at all times when guests utilise the snooker facility.
- Affiliated Club Members are permitted to utilise the snooker facility.

5. F&B SERVICE

Food service only for items as indicated in Snack Menu.

Beverage items are permitted for consumption and can be ordered through the staff during the hours of 4.00 pm – 11.30 pm only.

During the hours of 12.00 noon to 4.00 pm on Fridays to Sundays, members can place orders for beverage items through the Benbow outlet staff.

Last call for food service at 10.30 pm and beverages service at 11.30 pm.

6. CLUB FUNCTIONS

The General Manager shall have the authority to reserve the Snooker Room for Club Functions.

7. ORDER OF PLAY

In the event that a table is in play, the order of play shall be as follows :-

- (a) Members who wish to play must register on the Board, stating their names, Club number and time of registration.
- (b) Any such members as are in play shall give way on completion of their games, to the members in waiting, in the order of registration.

- (c) If any such members on line to play, fail to take to the table immediately, his turn shall be forfeited, and the right to play shall pass to the members next on line.

8. CARE AND MAINTENANCE

Members are advised to keep the Snooker Room clean and to take care of the playing paraphernalia.

XXII. BYE-LAWS FOR POOL

1. OPERATION HOURS

Monday – Sunday

Operating hours will be in accordance to the time set by the General Committee for the operations of Pirates Inn and Benbow Inn.

2. ATTIRE IN THE POOL FACILITIES

Long pants and collared shirts/T shirts for men.

Ladies' smart casual or appropriate dressing.

Slippers, singlet, short pants are strictly prohibited.

3. CHILDREN

Only Privileged Members age 18 and above with valid membership card are permitted to make use of the Pool facilities.

4. GUEST(S)

- Guest Days are scheduled from Monday to Sunday.
- Each member is permitted to bring only two (2) guests subject to charges determined by the General Committee (subject to Rule 39).
- Prevailing charges will be debited to the account of the member introducing the guest.
- Members must be present at all times when guests utilise the pool facility.
- Affiliated Club Members are permitted to utilise the pool facility.

5. F&B SERVICE

Food service only for items as indicated in Snack Menu.

Food and Beverage items are permitted for consumption during the operating hours of Benbow Inn / Pirates Inn.

Operating hours -	Benbow Inn	: 12.00 noon 12.00 mn
	Pirates Inn	: 4.00 pm – 12.00 mn

Last call for food service at 10.30 pm and beverages service at 11.30 pm.

6. CLUB FUNCTIONS

The General Manager shall have the authority to reserve the Pool facilities for Club Functions.

7. ORDER OF PLAY

The game of Pool shall follow the following order of play:-

- (a) Members and guest who wish to play the game, shall register their name on the Board. With the first name on the board, they will have the privilege to play once the current players complete their game.
- (b) The existing winning player has the right to stay for the next game with the challenger in turn from the Board to play with the winner of the current game.

- (c) The member/guest who lost the current game has to vacate for the next player and if he chooses, he can register his name again on the Board.
- (d) If any such members in line to play, fail to take to the table immediately, his turn shall be forfeited, thus the right to play shall pass to the members next in line.
- (e) Members are prohibited to smoke and play the game at the same time.
- (f) RKC Pool will abide to the Rules & Regulations as laid down by the Malaysian Snooker & Billiards Federation (MSBF).

8. CARE AND MAINTENANCE

Members are advised to keep the Pool table clean and to take care of the playing paraphernalia.

XXIII. BYE-LAWS FOR DARTS

1. OPERATION HOURS

Monday – Sunday : 12.00 noon - 12.00 midnight

Darts Section practice and training sessions take place on Wednesdays from 8.00 pm and Fridays from 7.00 pm. The darts area and associated facilities shall be reserved for the use of the Darts Section during these times.

2. ATTIRE IN THE DARTS SECTION

Long pants and collared shirts/T shirts for men.

Ladies' smart casual or appropriate dressing.

Slippers, singlet, short pants are strictly prohibited.

3. CHILDREN

Only Privileged Members aged 18 and above with a valid membership card are permitted to make use of the darts facilities.

4. GUEST(S)

- Guest Days are scheduled from Friday to Sunday.
- Each member is permitted to bring only two (2) guests subject to charges determined by the General Committee (subject to Rule 39).
- Prevailing charges will be debited to the account of the member introducing the guest.
- Members must be present at all times when guests utilise the darts facility.
- Affiliated Club Members are permitted to utilise the darts facilities.

5. F&B SERVICE

Food service only for items as indicated in the Snack Menu

Food and Beverage items are permitted for consumption and can be ordered through the staff during the normal operating hours of Benbow Inn.

Last call for food service at 10.30 pm and beverages service at 11.30 pm.

6. CLUB FUNCTIONS

The General Manager shall have the authority to reserve the darts area for Club Functions.

7. ORDER OF PLAY

In the event that the dart boards are in play, the order of play shall be as follows :-

- (a) Members who wish to play must register on the Board, stating their names, Club number and time of registration.
- (b) Any such members as are in play shall give way on completion of their games, to the members in waiting, in the order of registration.

- (c) If any such members in line to play, fail to take to the board immediately, his turn shall be forfeited, and the right to play shall pass to the members next in line.

8. CARE AND MAINTENANCE

Members are advised to keep the Darts Score Boards clean and erase their scores after their game and to take care of the playing paraphernalia such as Darts Boards and Enclosure.

XXIV. BYE-LAWS FOR BASKETBALL

1. OBJECTIVE

- (i) To organise, regulate and encourage the game of Basketball within the Club, fostering both sporting excellence and social engagement among members.
- (ii) To advance the game of Basketball within the State of Selangor, with a particular focus on the district of Klang.

2. OFFICIAL SCHEDULE FOR BASKETBALL AT THE OPEN AIR SPORTS COMPLEX

	7.30 AM – 7.00 PM		7.30 PM – 11.00 PM
Monday	Open Play	Open Play	
Tuesday	Open Play At Half Court facing children’s playground		Guests Day Full court if needed.
Wednesday	Open Play	Open Play	
Thursday	Open Play	Open Play	Kids below 18 & below 25 with M’ship. Cards at half court
Friday	Open Play	Open Play	
Saturday	Open Play	Open Play	
Sunday	Open Play	Open Play	

- 3. (a) The Basketball Court is reserved for Royal Klang Club Members, except on Guest Nights (every Tuesday) or during competitions and friendly games when full-court usage is required.
- (b) On other days, Open Play and Practice Sessions will be limited to the half court adjacent to the children’s playground.
- 4. Junior Members (children) are permitted to use the Basketball Court during designated Open Play evenings. Children must carry their membership cards for periodic spot checks conducted by the Security/Sports Department. The children must follow Court rules and any misconduct will result in disciplinary action being taken.
- 5. All players must wear proper sports attire, including flat-soled sports shoes. Long pants, shirts, slippers, or leather shoes are prohibited.

6. Guests are allowed to play upon payment of the prescribed fees, as determined by the General Committee. Guests must be registered in the Guest Registration Book at the Reception Counter. Each Member is strictly allowed to register up to three (3) guests at a time.
7. Eating, drinking, and smoking/vaping are strictly prohibited within the Basketball Court.
8. Play must cease immediately in the event of lightning or heavy rain.
9. Management Staff on duty will enforce these rules, including court bookings and dress codes.
10. Players participate at their own risk. The Club disclaims liability for any injury or mishap occurring within the Basketball Court.
11. Food and beverage (F&B) service is not available in the Basketball Court, except during official Club games, friendly matches and competitions when beverages will be provided by Club staff.
12. Complaints and suggestions must be submitted in writing to the Sports Chairman or the General Manager.
13. The General Committee reserves the right to amend, repeal, or suspend these Bye-Laws as necessary.
14. **JUNIOR DEVELOPMENT PROGRAMME**
 - (a) Any development/coaching programme initiated by this sports section must have the prior approval of the General Committee.
 - (b) The mission and objectives of this development programme together with the appropriate Rules and Regulations must also be forwarded to the General Committee for consideration.
 - (c) Should this Development Programme be extended to the General Public, the SOP for non-members attending the coaching programme must clearly be defined.
 - (d) Participants of the Coaching Clinics must solely be confined to the venue of coaching and are not allowed to utilise the other facilities / amenities of Royal Klang Club.
15. **COACHING**
 - (a) Any Member or privileged member, including Members' children, wishing to take coaching lessons must register with the Sports Administration Office.
 - (b) The coach must be approved by the Sports Chairman and the coaching fees must be sanctioned by the General Committee. Fees charged will be debited to the Member's account.
 - (c) Basketball coaching sessions shall be conducted during the allocated coaching slots as outlined in the Playing Schedule.

16. **GROUP WHATSAPP PLATFROM**

The Group WhatsApp platform is strictly reserved for Basketball-related matters only.

XXV. BYE-LAWS FOR SQUASH

1. OBJECTIVE

- To promote, organise, regulate and encourage the game of Squash for the sporting and social benefit of Club members.
- The Rules and Regulations for Squash played on the courts shall align with the Constitution and Rules of the Squash Rackets Association of Malaysia.
- The Squash Area comprises the Courts, Galleries and Access Points, designated for use by Members, privileged persons and guests. Additional individuals may be authorised by the General Committee, subject to the Club's rules.
- Playing times are from 8.00 am to 10.00 pm daily, subject to changes authorised by the General Committee.
- Squash Court B is reserved for Squash Team players. In the event Court B is not available, another court will be reserved for the team. Team practice sessions are held on Mondays, Wednesdays and Fridays from 5.00pm onwards and eligible members may participate. However, if there are more than four members present on any particular day, an additional court may be used for the practice session.
- Throughout the day, one squash court must remain available for Club members who wish to play. Junior Coaching (JC) and Junior Development Programme (JDP) may use the court only when no members are present.
- Each court may be reserved for a maximum duration of one hour per booking.
- Members are required to be physically present at the Club to Book a Court.
- Courts may be booked in advance at the Reception Counter.
- Each Member or their group may book only one court per day.
- Members must present their membership cards upon request by authorised personnel.
- On-the-spot bookings at the Squash area may be facilitated by the staff on duty.
- Members and Privilege Members are permitted to book the courts.
- The General Committee may cancel court bookings, Junior Coaching (JC) sessions and Junior Development Programme (JDP) if the courts are required for special events.
- Proper Squash attire includes sports shorts, skirts, t-shirts, socks and non-marking rubber-soled shoes.
- Only non-marking balls are to be used.
- Food, drinks and smoking/vaping are strictly prohibited in the squash area.

18. Guests are allowed to play on Tuesdays and Sundays only upon payment of the prescribed fees, as determined by the General Committee. Guests must be registered in the Guest Registration Book at the Reception Counter. Each Member is strictly allowed to register up to three (3) guests at a time.
19. No person is allowed to make any alterations, amendments, changes or additions whatsoever to the floor, wall, or glass markings in the squash courts. All lines markings must adhere to the standard guidelines set by the World Squash Federation (WSF).
20. The General Committee may take disciplinary action against any persons who infringe the Squash Bye-Laws.
21. The Club disclaims liability for any loss, injury, or mishap arising from the use of the Squash area.
22. Complaints and suggestions must be submitted in writing to the Sports Chairman or the General Manager.
23. The General Committee reserves the right to amend, repeal, or suspend these Bye-Laws as necessary.
24. **JUNIOR COACHING PROGRAMME**
 - (a) Any development/coaching programme initiated by this sports section must have the prior approval of the General Committee.
 - (b) The mission and objectives of this development programme together with the appropriate Rules and Regulations must also be forwarded to the General Committee for consideration.
 - (c) Should this Development Programme be extended to the General Public, the SOP for non-members attending the coaching programme must clearly be defined.
 - (d) Participants of the Coaching Clinics must solely be confined to the venue of coaching and are not allowed to utilise the other facilities / amenities of RKC.
 - (e) All non-club member players and guests brought in for the Junior Coaching Programme must be approved by the General Committee (GC). Such requests must be submitted to the GC at least three (3) days in advance. The GC will then inform the Management for record purposes. The GC/Management reserves the right to refuse any such request.
25. **COACHING**
 - i. Any Member or privileged member, including Members' children, wishing to take coaching lessons must register with the Sports Administration Office.
 - ii. The coach must be approved by the Sports Chairman and the coaching fees must be sanctioned by the General Committee. Fees charged will be debited to the Member's account.
 - iii. Squash coaching sessions shall be conducted during the allocated coaching slots as outlined in the Playing Schedule.
26. **GROUP WHATSAPP PLATFROM**

The Group WhatsApp platform is strictly reserved for Squash-related matters only.

27. (a) Members, their spouses and children may use the squash courts during allocated open slots as outlined in the playing schedule.
- (b) Playing Schedule for Junior Coaching and Junior Development Programme.

	8 AM – 12 NOON	12 NOON – 3 PM	3 PM – 5 PM	5 PM – 7 PM	7 PM – 10 PM
Monday			JDP Beginner		
Tuesday				JC Intermediate	JC Advance
Wednesday			JDP Beginner	JC Intermediate	JC Advance
Thursday			JDP Beginner	JC Intermediate	JC Advance
Friday			JDP Beginner	JC Intermediate	JC Advance
Saturday	JDP Beginner				
Sunday	JC One to One (8am – 1pm)				

The Playing Schedule are indicative as per above chart and are subjected to change from time to time.

XXVI. BYE-LAWS FOR TABLE TENNIS

1. OBJECTIVE

To promote, organise, regulate and encourage the game of Table Tennis for the sporting and social benefit of Club members.

2. PLAYING SCHEDULE

Playing Schedule for Table Tennis is appended:

DAY	TIME	VENUE
Monday	8 am – 11 pm	Multi-Purpose Hall
Tuesday	8 am – 10 am	Multi-Purpose Hall
Wednesday	8 am – 11 pm	Multi-Purpose Hall
Thursday	8 am – 11 pm	Multi-Purpose Hall
Friday	8 am – 11 pm	Multi-Purpose Hall
Saturday	8 am – 11 pm	General Purpose Hall
Sunday	8 am – 11 pm	General Purpose Hall

Note: The Playing Schedule, as outlined in the above chart, is subject to change. Members will be notified of any changes to the schedule for Table Tennis.

3. MEMBERSHIP CARDS

- (a) All Members, including spouses and children, are required to carry their membership cards, as periodic sports checks will be conducted by the Sports Department.
- (b) The General Committee reserves the right to regulate the days and hours during which guests of Members or other interested groups may join, upon payment of charges determined by the Committee.

4. GUESTS

Guests are allowed to play upon payment of the prescribed fees, as determined by the General Committee. Guests must be registered in the Guest Registration Book at the Reception Counter. Each member is strictly allowed to register up to three (3) guests at a time.

5. **ATTIRE**

All players in the Table Tennis room must wear proper sports attire, including sports shoes, short pants, or tracksuits. Slippers, leather shoes, or long pants are not permitted.

6. **PROHIBITED ACTIVITIES**

Eating, smoking, vaping, or littering is strictly prohibited in the Table Tennis practice venues.

7. **COMPLIANCE**

Sports personnel on duty will ensure compliance with these rules, including dress codes and court bookings. Any misconduct in the Table Tennis room will be subject to disciplinary action by the General Committee.

8. **FOOD AND BEVERAGE**

Food and beverage (F&B) service will not be provided in the Table Tennis room. Refreshments will only be served by the Sports Staff during official Club practices, friendly games and competitions. Players are advised to bring their own drinking water.

9. **RISK AND LIABILITY**

Players participate at their own risk. The Club disclaims liability for any injuries or mishaps that occur in the Table Tennis room.

10. **COMPLAINTS**

Complaints and suggestions must be submitted in writing to the Sports Chairman or the General Manager.

11. **AMENDMENTS**

(a) The General Committee reserves the right to repeal, suspend, or amend these rules with its approval.

(b) Any proposed changes to the Bye-Laws must first be discussed with the Table Tennis captain to achieve a mutually beneficial outcome for the Table Tennis fraternity and the Club as a whole.

12. **ORGANISING EVENTS**

The Table Tennis captain is authorised to organise fraternity Table Tennis games with other Clubs or centers, to be played at the Multi-Purpose Hall (MPH).

13. **JUNIOR DEVELOPMENT PROGRAMME**

(a) Any development/coaching programme initiated by this sports section must have the prior approval of the General Committee.

(b) The mission and objectives of this development programme together with the appropriate Rules and Regulations must also be forwarded to the General Committee for consideration.

(c) Should this Development Programme be extended to the General Public, the SOP for non-members attending the coaching programme must clearly be defined.

- (d) Participants of the Coaching Clinics must solely be confined to the venue of coaching and are not allowed to utilise the other facilities / amenities of Royal Klang Club.

14. **COACHING**

- (a) Any Member or privileged member, including Members' children, wishing to take coaching lessons must register with the Sports Administration Office.
- (b) The coach must be approved by the Sports Chairman and the coaching fees must be sanctioned by the General Committee. Fees charged will be debited to the Member's account.
- (c) Table Tennis coaching sessions shall be conducted during the allocated coaching slots as outlined in the Playing Schedule.

15. **GROUP WHATSAPP PLATFROM**

The Group WhatsApp platform is strictly for Table Tennis-related matters only.

XXVII. BYE-LAWS FOR TENNIS

RULE 1 OBJECTIVES

The Tennis Section, headed by the Tennis Captain, will endeavor to:

- 1.1 Promote, encourage and support the development of Tennis at the Royal Klang Club.
- 1.2 Organise and conduct coaching programs, as well as social and competitive events, for the maximum benefit of its Members.
- 1.3 Ensure adherence to the Rules and Regulations of Tennis, as well as proper conduct and behavior by all individuals using the Tennis Court facilities at the Royal Klang Club.

RULE 2 DRESS CODE

- 2.1 Proper Sports Attire: Players must wear appropriate sports clothing suitable for Tennis.
- 2.2 Non-marking flat rubber-soled shoes with socks are mandatory.

RULE 3 ELIGIBILITY TO USE COURTS FACILITIES

- 3.1 All Members of the Club, as defined in the Club's Rules, are eligible to use any of the Tennis Courts, subject to the Bye-laws.
- 3.2 **Junior Members:** Individuals 18 years of age or younger.
- 3.3 **Extended Privileged Members:** Individuals studying in colleges or universities, between 18 and 25 years of age, with valid membership cards.
- 3.4 **RKC Members and Spouses:** All registered Members and their spouses.

RULE 4 COACHING

- 4.1 Any Member or privileged member, including Members' children, wishing to take coaching lessons must register with the Sports Administration Office.
- 4.2 The coach must be approved by the Sports Chairman and the coaching fees must be sanctioned by the General Committee. These fees will be debited to the Member's account.
- 4.3 Tennis coaching sessions shall be conducted during the allocated coaching slots as outlined in the Playing Schedule.

**RULE 5
GUESTS**

5.1 Guests are allowed only on designated Guest Days, as determined by the Club:

- **Wednesday:** 8.00 pm – 11.00 pm
- **Saturday:** 4.00 pm – 8.00 pm
- **Sunday:** 12.00 pm – 8.00 pm

5.2 Each Member is strictly allowed to register up to three (3) guests at a time, subject to fee as determined by the General Committee.

5.3 All guests must be registered by the hosting Member at the Guest Registration Book at the Reception Counter on the day of the visit.

5.4 Members from Affiliated Clubs are allowed to play, subject to approval or verification by the General Manager.

**RULE 6
PLAYING SCHEDULE**

	7 AM – 12 NOON	4 PM – 8 PM	8 PM – 11 PM
Monday	Open Play	Practice & Social Session	Coaching Slot Court C
Tuesday	Open Play		Open Play
Wednesday	Open Play		Open Play & Guest Night
Thursday	Open Play		Open Play
Friday	Open Play		Open Play
Saturday	Open play Court A Coaching Slot Court B	Open Play & (Guest Day)	Open Play
Sunday	Open play Court A Coaching Slot Court B	Open Play & (Guest Day)	Open Play

N.B. The Playing Schedule as per above chart is subjected to change from time to time. Tennis Members will be notified of any changes of the Playing Schedule.

**RULE 7
PLAYING PROCEDURE**

7.1 Members shall play in turn on a first-come, first-served basis.

- 7.2 Doubles matches shall take priority over singles matches during Club Practice Sessions, held Monday to Friday from 4.00 pm to 8.00 pm.
- 7.3 Any Member using a court must vacate it upon completing one set, even if other courts are available or vacant.
- 7.4 Play shall consist of one standard set, with a tie-break when the score reaches 6-6. If there is a waiting queue of players, the set shall be limited to the first player or team to reach six games.
- 7.5 Changing courts or selecting specific playing partners is not permitted.
- 7.6 The Club will not provide tennis balls for members during regular play.
- 7.7 Tennis balls will be provided by the Club for official Club-sanctioned competitions and social games.

**RULE 8
LIABILITY FOR INJURY**

- 8.1 The Club shall not be liable to any Member or their guests for the loss of belongings, accidents, or injuries sustained on the Tennis Courts.

**RULE 9
FOOD AND BEVERAGE**

- 9.1 Drinks and food are not allowed on the Tennis Courts.

**RULE 10
COMPLAINTS**

- 10.1 Complaints and suggestions must be submitted in writing to the Sports Chairman or the General Manager.

**RULE 11
JUNIOR DEVELOPMENT PROGRAMME**

- 11.1 Any development/coaching programme initiated by this sports section must have the prior approval of the General Committee.
- 11.2 The mission and objectives of this development programme together with the appropriate Rules and Regulations must also be forwarded to the General Committee for consideration.
- 11.3 Should this Development Programme be extended to the General Public, the SOP for non-members attending the coaching programme must clearly be defined.
- 11.4 Participants of the Coaching Clinics must solely be confined to the venue of coaching and are not allowed to utilise the other facilities / amenities of Royal Klang Club.

**RULE 12
COACHING**

- 12.1 Any Member or privileged member, including Members' children, wishing to take coaching lessons must register with the Sports Administration Office.

- 12.2 The coach must be approved by the Sports Chairman and the coaching fees must be sanctioned by the General Committee. Fees charged will be debited to the Member's account.
- 12.3 Tennis coaching sessions shall be conducted during the allocated coaching slots as outlined in the Playing Schedule.

RULE 13

GROUP WHATSAPP PLATFORM

- 13.1 The Group WhatsApp platform is strictly reserved for Tennis-related matters only.

XXVIII. BYE-LAWS FOR HOCKEY

PREAMBLE

The Bye-laws are established by the Royal Klang Club (RKC) to regulate, administer, and manage its affairs. These Bye-laws are subordinate to the Bye-laws of the Sports Committee and the RKC Constitution. All Bye-laws must be approved and authorised by the General Committee of RKC.

These specific Bye-laws pertain to the sport of field hockey, as administered within the boundaries of RKC. A “Hockey Captain” has been appointed by the General Committee to oversee and manage all hockey-related activities for the Club.

REFERENCES

- (i) The most recent Royal Klang Club Constitution as approved by the Registrar of Societies (ROS).
- (ii) The regulations, standard operating procedures, and guidelines of the Sports Committee.

1. OPERATING HOURS

- (i) Hockey is typically played every Monday evening from 8.00 pm to 9.00 pm at the Sportizza Sports Arena, located on Jalan Sungai Bertih, Klang.
- (ii) The Club participates in friendly games and tournaments with other Clubs from time to time, subject to the sanction of the General Committee.
- (iii) The Club also hosts games for affiliated Clubs.
- (iv) The Hockey Captain has the final authority on the venue and schedule of all hockey games, after due consultation with the Sports Chairman.

2. DRESS CODE

- (i) Comfortable sports tops and shorts.
- (ii) Protective gear, including shin guards, mouth guards and gloves.
- (iii) Sports shoes suitable for the specific playing surface.

3. ELIGIBILITY TO USE FACILITIES

- (i) Games and practice sessions are held at external facilities.
- (ii) Facilities are rented based on need and availability.
- (iii) Children of full members are permitted to join the Hockey sessions.
- (iv) Guests are allowed to play upon payment of the prescribed fees, as determined by the General Committee. Guests must be registered in the Guest Registration Book at the Reception Counter. Each member is strictly allowed to register up to three (3) guests at a time.

4. **GENERAL ETIQUETTE**

- (i) Members must always be punctual for all games and practice sessions.
- (ii) Members must wear appropriate attire for each game.
- (iii) Members are expected to conduct themselves in a civil and sportsmanlike manner before, during, and after each hockey session.
- (iv) The Hockey Captain holds the final authority in resolving any disputes or differences that may arise during matches, practices, or related activities. The decision will be considered final and binding, ensuring fairness and maintaining the integrity of the game.

5. **BOOKING OF FACILITY**

- (i) Not applicable as we utilise external facilities.

6. **MAINTENANCE & CARE**

- (i) Member should use all Club owned equipment or facilities with care.

7. **LIABILITY**

- (i) Members are liable for damage of any equipment or facilities at which hockey is played.

8. **COMPLAINTS**

- (i) Complaints and suggestions must be submitted in writing to the Sports Chairman or the General Manager.

9. **JUNIOR DEVELOPMENT PROGRAMME**

- (i) Any development/coaching programme initiated by this sports section must have the prior approval of the General Committee.
- (ii) The mission and objectives of this development programme together with the appropriate Rules and Regulations must also be forwarded to the General Committee for consideration.
- (iii) Should this Development Programme be extended to the General Public, the SOP for non-members attending the coaching programme must clearly be defined.
- (iv) Participants of the Coaching Clinics must solely be confined to the venue of coaching and are not allowed to utilise the other facilities / amenities of Royal Klang Club.

10. **COACHING**

- (i) Any Member or privileged member, including Members' children, wishing to take coaching lessons must register with the Sports Administration Office.
- (ii) The coach must be approved by the Sports Chairman and the coaching fees must be sanctioned by the General Committee. Fees charged will be debited to the Member's account.
- (iii) Hockey coaching sessions shall be conducted during the allocated coaching slots as outlined in the Playing Schedule.

11. GROUP WHATSAPP PLATFORM

- (i) The Group WhatsApp platform is strictly reserved for Hockey-related matters only.

XXIX. BYE-LAWS FOR PICKLEBALL

Rule 1: Objective & Mission

The Pickleball Section, headed by the Captain, will endeavor to:

- 1.1 Promote, encourage, and support the development of Pickleball at the Royal Klang Club (RKC).
- 1.2 Organise and conduct coaching programs, as well as social and competitive events, for the maximum benefit of Royal Klang Club Members.
- 1.3 Ensure adherence to the Rules and Regulations of Pickleball and maintain proper conduct and behavior among members using the Pickleball Court facilities at Royal Klang Club.

Rule 2: Dress Code

- 2.1 Members playing Pickleball must be properly attired while on the courts. Only court shoes with flat, rubberized soles are permitted. Players must wear appropriate tops at all times; playing without a shirt or in unsuitable attire is not allowed.

Rule 3: Playing Facilities for Pickleball

- 3.1 The stand-alone court (previously the Sepak Takraw Court) shall be referred to as Court 1.
- 3.2 The supplementary courts in the Multi-Purpose Court (M.P.C.) shall be referred to as Court 2 and Court 3, respectively.
- 3.3 Members must refrain from monopolising any specific court during Playing Sessions.

Rule 4: Care of Court Area

- 4.1 Food, drinks and beverages other than drinking water are not allowed within the court area.
- 4.2 Practice balls and equipment must be removed from the court immediately after play.

Rule 5: Court Courtesy and Etiquette

- 5.1 The Rules of Pickleball, as approved by the International Pickleball Federation, shall apply at the Club.
- 5.2 (a) Club Team Members representing the Club in any Club-sanctioned competition or inter-club social games (both in-house and away) shall be selected from the pool of current Pickleball players based on their playing abilities, as determined by the Captain.

(b) The Club does not provide paddles or balls for members to play Pickleball. Members are required to equip themselves with proper equipment.
- 5.3 If a member's behavior is deemed inappropriate, the Captain may ask the member to leave the court and subsequently submit a report detailing the act of misconduct.
- 5.4 Players participate at their own risk. The Club disclaims liability for any injury or mishap occurring within the Pickleball Court.

5.5 Complaints and suggestions must be submitted in writing to the Sports Chairman or the General Manager.

Rule 6: Playing Procedure

- 6.1 The next player in line, according to the paddle stacking procedure, must take the next available court. Any member who refuses to do so will forfeit their turn and must rejoin the queue as the last person.
- 6.2 Members are not allowed to wait courtside for a vacant court. Only the person appointed as umpire is permitted to remain courtside during play.
- 6.3 Any Member playing on a court must vacate it upon completing one set, even if other courts are available or vacant. The Member may continue to play only if no other Member is waiting for that court.
- 6.4 Doubles matches shall have priority over singles matches on all courts between 4.00 pm and 11.00 pm.
- 6.5 Warm-up time shall not exceed three (3) minutes.
- 6.6 Regular play shall consist of one standard set, starting at 0-0-2, with the first to reach 11 points. At 10-10, deuce is applied and a player must win by two (2) consecutive points.
- 6.7 A rally scoring system may be implemented to manage crowded courts when necessary.

Rule 7: Use of Courts & Playing Schedule

Playing Schedule for Pickleball

	MON	TUE	WED	THURS	FRI	SAT	SUN
7 AM – 4 PM	Open Play						
10 AM – 4 PM	Open Play (Guests)						
4 PM - 11 PM	Club Pickle-Ball practice/Social Session					Open Play	

- 7.1 The stand-alone court shall be referred to as Court 1 Pickleball.
- 7.2 The supplementary courts located at the Multi Purpose Hall (M.P.C) shall be referred to as Court 2 and Court 3, respectively.
- 7.3 In the event that other residential games (basketball, volleyball and netball) require the use of the M.P.C., those games shall have priority on the designated days allocated to them.

Rule 8: Guests

- 8.1 Guests are permitted only during designated Open Play Slots from 10 am – 4 pm.
- 8.2 Guests are allowed to play upon payment of the prescribed fees, as determined by the General Committee. Guests must be registered in the Guest Registration Book at the Reception Counter. Each member is strictly allowed to register up to three (3) guests at a time.

Rule 9: Junior Development Programme

- 9.1 Any development/coaching programme initiated by this sports section must have the prior approval of the General Committee.
- 9.2 The mission and objectives of this development programme together with the appropriate Rules and Regulations must also be forwarded to the General Committee for consideration.
- 9.3 Should this Development Programme be extended to the General Public, the SOP for non-members attending the coaching programme must clearly be defined.
- 9.4 Participants of the Coaching Clinics must solely be confined to the venue of coaching and are not allowed to utilise the other facilities / amenities of Royal Klang Club.

Rule 10: Coaching

- 10.1 Any Member or privileged member, including Members' children, wishing to take coaching lessons must register with the Sports Administration Office.
- 10.2 The coach must be approved by the Sports Chairman and the coaching fees must be sanctioned by the General Committee. Fees charged will be debited to the Member's account.
- 10.3 Pickleball coaching sessions shall be conducted during the allocated coaching slots as outlined in the Playing Schedule.

Rule 11: Amendments to Bye-Laws

- 11.1 The Captain may, from time to time, add, alter, or repeal Bye-laws, subject to approval and endorsement by the Club's General Committee. Any Bye-laws that are approved, added, altered, or repealed shall come into effect and become binding on members after being posted on the Club premises for one month.

Rule 12: Group Whatsapp Platform

- 12.1 The Group WhatsApp platform is strictly for Pickleball-related matters only.

XXX. BYE-LAWS FOR FUTSAL / FOOTBALL

PREAMBLE

The Bye-laws are established by the Royal Klang Club (RKC) to regulate, administer, and manage its affairs. These Bye-laws are subordinate to the Bye-laws of the Sports Committee and the RKC Constitution. All Bye-laws must be approved and authorised by the General Committee of RKC.

These specific Bye-laws pertain to the sport of field Futsal / Football, as administered within the boundaries of RKC. A “Futsal / Football Captain” has been appointed by the General Committee to oversee and manage all Futsal / Football-related activities for the Club.

REFERENCES

- (i) The most recent Royal Klang Club Constitution as approved by the Registrar of Societies (ROS).
- (ii) The regulations, standard operating procedures, and guidelines of the Sports Committee.

1. OPERATING HOURS

- (i) Futsal / Football is typically played every Wednesday evening from 7.30 pm to 10.00 pm at the Sportizza Sports Arena, located on Jalan Sungai Bertih, Klang.
- (ii) The Club participates in friendly games and tournaments with other Clubs from time to time, subject to the sanction of the General Committee.
- (iii) The Club also hosts games for affiliated Clubs.
- (iv) The Futsal / Football Captain has the final authority on the venue and schedule of all Futsal / Football games, after due consultation with the Sports Chairman.

2. DRESS CODE

- (i) Comfortable sports tops and shorts.
- (ii) Sports shoes suitable for the specific playing surface.

3. ELIGIBILITY TO USE FACILITIES

- (i) Games and practice sessions are held at external facilities.
- (ii) Facilities are rented based on need and availability.
- (iii) Children of full members are permitted to join the Futsal / Football sessions.
- (iv) Guests are allowed to play upon payment of the prescribed fees, as determined by the General Committee. Guests must be registered in the Guest Registration Book at the Reception Counter. Each member is strictly allowed to register up to three (3) guests at a time.

4. **GENERAL ETIQUETTE**

- (i) Members must always be punctual for all games and practice sessions.
- (ii) Members must wear appropriate attire for each game.
- (iii) Members are expected to conduct themselves in a civil and sportsmanlike manner before, during, and after each Futsal / Football session.
- (iv) The Futsal / Football Captain holds the final authority in resolving any disputes or differences that may arise during matches, practices, or related activities. The decision will be considered final and binding, ensuring fairness and maintaining the integrity of the game.

5. **BOOKING OF FACILITY**

- (i) Not applicable as we utilise external facilities.

6. **MAINTENANCE & CARE**

- (i) Member should use all Club owned equipment or facilities with care.

7. **LIABILITY**

- (i) Members are liable for damage of any equipment or facilities at which Futsal / Football is played.

8. **COMPLAINTS**

- (i) Complaints and suggestions must be submitted in writing to the Sports Chairman or the General Manager.

9. **JUNIOR DEVELOPMENT PROGRAMME**

- (i) Any development/coaching programme initiated by this sports section must have the prior approval of the General Committee.
- (ii) The mission and objectives of this development programme together with the appropriate Rules and Regulations must also be forwarded to the General Committee for consideration.
- (iii) Should this Development Programme be extended to the General Public, the SOP for non-members attending the coaching programme must clearly be defined.
- (iv) Participants of the Coaching Clinics must solely be confined to the venue of coaching and are not allowed to utilise the other facilities / amenities of RKC.

10. **COACHING**

- (i) Any Member or privileged member, including Members' children, wishing to take coaching lessons must register with the Sports Administration Office.
- (ii) The coach must be approved by the Sports Chairman and the coaching fees must be sanctioned by the General Committee. Fees charged will be debited to the Member's account.

- (iii) Futsal / Football coaching sessions shall be conducted during the allocated coaching slots as outlined in the Playing Schedule.

11. GROUP WHATSAPP PLATFORM

- (i) The Group WhatsApp platform is strictly reserved for Futsal / Football-related matters only.

XXXI. BYE-LAWS FOR NETBALL

1. OBJECTIVE

- To promote, organise, regulate and encourage the game of Netball within the Club for the sporting and social benefit of members.
2. The Netball Court is for the exclusive use of Royal Klang Club Members only.
 3. All Netball players must wear proper sports attire. Shoes must be sports shoes with flat soles, without heels, studs, or protruding hard ridges of any kind. Members are not permitted to play in long pants, shirts, slippers, or leather shoes with heels.
 4. Eating, drinking, smoking, and vaping are prohibited in the Netball Court.
 5. Play must stop in the event of lightning or heavy rain.
 6. The Management Staff on duty will ensure the smooth implementation of the above rules, including booking for play, dress code, etc. Any misconduct arising from the use of the courts will be subject to disciplinary action by the General Committee.
 7. Players participate at their own risk. The Club shall not be held responsible for any injury or mishap that may occur in the netball court.
 8. There will be no F&B service in the netball court. Beverages will only be served by the Club staff during official Club games, friendly matches, and competitions.
 9. The Netball Captain shall inform the Management Office at least one month in advance about the use of the Outdoor Sports Complex for Netball practice, social events, or competition games, to facilitate preparations and technical assistance by the Sports Administration Staff.
 10. The General Committee reserves the right to amend, repeal, or suspend these Bye-Laws as necessary.
 11. Complaints and suggestions must be submitted in writing to the Sports Chairman or the General Manager.

12. JUNIOR DEVELOPMENT PROGRAMME

- (i) Any development/coaching programme initiated by this sports section must have the prior approval of the General Committee.
- (ii) The mission and objectives of this development programme together with the appropriate Rules and Regulations must also be forwarded to the General Committee for consideration.
- (iii) Should this Development Programme be extended to the General Public, the SOP for non-members attending the coaching programme must clearly be defined.
- (iv) Participants of the Coaching Clinics must solely be confined to the venue of coaching and are not allowed to utilise the other facilities / amenities of RKC.

13. COACHING

- (i) Any Member or privileged member, including Members' children, wishing to take coaching lessons must register with the Sports Administration Office.

- (ii) The coach must be approved by the Sports Chairman and the coaching fees must be sanctioned by the General Committee. Fees charged will be debited to the Member's account.
- (iii) Netball coaching sessions shall be conducted during the allocated coaching slots as outlined in the Playing Schedule.

14. **Group WhatsApp Platform**

The Group WhatsApp platform is strictly for Netball-related matters only.

XXXII. BYE-LAWS FOR DANCE SPORTS

DANCING SPORTS INCLUDES OF AEROBICS / YOGA/ ZUMBA / QI GONG / LINE DANCE

1. OBJECTIVE

To promote, organise, regulate, and encourage the Dance Sports for the sporting and social benefit of Club members.

2. **Venue:** General Purpose Room (GPR).

3. **Time of Sessions:** Monday to Sunday, based on the class schedule.

4. **Attire:** Leotards, tracksuits, track pants, shorts, T-shirts, dance sports shoes and socks.

5. The GPR is for the exclusive use of Royal Klang Club members only.

6. Eating, drinking, smoking and vaping are prohibited in the GPR.

7. Club equipment (mats, dumbbells, etc.) must be securely stored in the designated location after each session by the Members.

8. The Club reserves the right to adjust the fees as necessary, with a one-month written notice provided to members.

9. The Club and the instructors will not be held liable for any bodily injury, property loss, or damage sustained during classes.

10. All class registrations must be completed through the form provided by the Club.

11. A thirty (30) day written notice must be given to the Club for the termination of any class.

12. Any misconduct related to the use of the GPR will be subject to disciplinary action by the General Committee.

13. The General Committee reserves the right to amend, repeal, or suspend these Bye-Laws as necessary.

14. COACHING

(a) Any Member or privileged member, including Members' children, wishing to take coaching lessons must register with the Sports Administration Office.

(b) The coach must be approved by the Sports Chairman and the coaching fees must be sanctioned by the General Committee. Fees charged will be debited to the Member's account.

(c) Dance Sports coaching sessions shall be conducted during the allocated coaching slots as outlined in the Sports Administration Office.

15. Group WhatsApp Platform

The Group WhatsApp platform is strictly for Dance Sports-related matters only.

XXXIII. BYE LAWS FOR BADMINTON AT MPH

1. OBJECTIVE

To promote, organise, regulate and encourage the Badminton for the sporting and social benefit of Club members.

2. OPERATION HOURS

Multi-Purpose Hall (MPH) Royal Klang Club

- **Tuesday, Saturday & Sunday:** 10.00 am – 11.00 pm

Apart from the MPH, Members may book a training venue outside the Club premises on days and times proposed by the Captain and approved by the General Committee. This is available exclusively to RKC members.

3. DRESS CODE

- Strictly sports attire is required.

4. ELIGIBILITY TO USE FACILITIES

- Members and eligible family members are allowed to use the facility.
- Children under 12 years old must be supervised by a parent or an authorized guardian at all times.
- Affiliate Members are permitted to use the facility, provided they adhere with the booking policy.

5. GUEST(S)

- Guests are allowed only on Sundays.
- Guests are allowed to play upon payment of the prescribed fees, as determined by the General Committee. Guests must be registered in the Guest Registration Book at the Reception Counter. Each Member is strictly allowed to register up to three (3) guests at a time.

6. GENERAL ETIQUETTE

- Members are required to bring their own rackets and shuttlecocks.
- Please be present if you have made a booking. Bookings will be released to another Member or a walk-in Member if the booked Member does not show up within 10 minutes of the scheduled time.
- Please refrain from playing Table Tennis on the days scheduled for Badminton training and vice versa, unless prior permission is obtained from Management.

7. BOOKING OF FACILITY

- **Reserved for Badminton Social Section:** The Badminton Court is reserved for the Badminton Social Section every Saturday from 2.00 pm to 5.00 pm, unless otherwise stated.
- Members may book the Multi-Purpose Hall (MPH) for a one-hour slot only, by telephone, on the day prior to the intended usage. Booking on behalf of another Member is strictly prohibited.
- The General Committee reserves the right to partially or fully close the MPH for Club-related activities, including social and championship events, for a specified duration.
- Members must refrain from making consecutive bookings as a group for more than two successive slots, to ensure fair access for all Members.
- A penalty of RM10.00 will be imposed for bookings made but not utilised.

8. **MAINTENANCE & CARE**

- The Management reserves the right to close the MPH partially or fully for maintenance purposes. Notice will be provided in advance to inform members. Members are encouraged to report any misuse of the facility or theft to the Club Management.

9. **LIABILITY**

- The Management shall not be held liable for any loss of belongings, personal injury, or mishaps howsoever caused to any members or family members using the MPH.

10. **COMPLAINTS**

- Complaints and suggestions must be submitted in writing to the Sports Chairman or the General Manager.

11. **JUNIOR DEVELOPMENT PROGRAMME**

- (i) Any development/coaching programme initiated by this sports section must have the prior approval of the General Committee.
- (ii) The mission and objectives of this development programme together with the appropriate Rules and Regulations must also be forwarded to the General Committee for consideration.
- (iii) Should this Development Programme be extended to the General Public, the SOP for non-members attending the coaching programme must clearly be defined.
- (iv) Participants of the Coaching Clinics must solely be confined to the venue of coaching and are not allowed to utilise the other facilities / amenities of Royal Klang Club.

12. **COACHING**

- (i) Any Member or privileged member, including Members' children, wishing to take coaching lessons must register with the Sports Administration Office.
- (ii) The coach must be approved by the Sports Chairman and the coaching fees must be sanctioned by the General Committee. Fees charged will be debited to the Member's account.
- (iii) Badminton coaching sessions shall be conducted during the allocated coaching slots as outlined in the Playing Schedule.

13. **GROUP WHATSAPP PLATFORM**

The Group WhatsApp platform is strictly for Badminton-related matters only.

XXXIV. BYE-LAWS FOR CRICKET PRACTICE NETS

1. OBJECTIVE

To promote, organise, regulate and encourage the Cricket for the sporting and social benefit of Club Members.

2. The Cricket Nets are for Royal Klang Club Members and Members' children.
3. All players must observe safety at all times at the Cricket ground.
4. All players, including children, must wear proper cricket attire and appropriate shoes.
5. All batsmen must wear batting pads, batting gloves, and an abdominal guard during batting.
6. Eating, drinking and smoking are not allowed in the area.
7. All players are must keep the Cricket area clean and tidy.
8. Cricket equipment is available from the Sports Store. All equipment taken must be returned on the same day. Members who damage or lose any equipment will be charged the cost of replacement.
9. All cricket activities must stop during poor lighting or weather conditions.

10. Guests

- Only invited guests are allowed to play upon payment of the prescribed fees, as determined by the General Committee. Guests must be registered in the Guest Registration Book at the Reception Counter.
 - Each Member is strictly allowed to register up to three (3) guests at a time.
 - Guests are not permitted on Saturdays during Club Practice days.
 - Guests must bring their own equipment.
11. All players play at their own risk. The Club will not be held responsible for any injury or death that occurs during the Club practice days.
 12. Complaints and suggestions must be submitted in writing to the Sports Chairman or the General Manager.
 13. The General Committee reserves the right to amend, repeal, or suspend these Bye-Laws as necessary.

14. Cricket Rules for Invited School Teams:

- All invited school teams must obtain written consent from the Club before playing.
- All school teams must be accompanied by a teacher during the use of the cricket nets.
- All school teams must observe the Club's general rules for the cricket practice nets.
- All school teams must bring their own equipment.
- All players must observe safety at all times in the playing area.
- All players must wear proper cricket attire and appropriate shoes.
- All batsmen must wear batting pads, batting gloves, and an abdominal guard during batting.
- Eating, drinking, and smoking are not allowed in the area.
- All players must keep the area clean.

- All cricket activity must stop during bad light and rain.
- All school teams must adhere to their allocated time frame.
- The teacher in charge must ensure that students are disciplined and do not interfere with other games or activities in the Club.
- The Club will hold the teacher and the school responsible for any mishaps, property damage, or misbehavior by students.
- The Club reserves the right to withdraw privileges at any time without explanation.
- The Club shall not be held responsible for any loss of equipment, property, injuries, or death while at the Club.

15. Junior Development Programme

- (i) Any development/coaching programme initiated by this sports section must have the prior approval of the General Committee.
- (ii) The mission and objectives of this development programme together with the appropriate Rules and Regulations must also be forwarded to the General Committee for consideration.
- (iii) Should this Development Programme be extended to the General Public, the SOP for non-members attending the coaching programme must clearly be defined.
- (iv) Participants of the Coaching Clinics must solely be confined to the venue of coaching and are not allowed to utilise the other facilities / amenities of Royal Klang Club.

16. Coaching

- (i) Any Member or privileged member, including Members' children, wishing to take coaching lessons must register with the Sports Administration Office.
- (ii) The coach must be approved by the Sports Chairman and the coaching fees must be sanctioned by the General Committee. Fees charged will be debited to the Member's account.
- (iii) Cricket coaching sessions shall be conducted during the allocated coaching slots as outlined in the Playing Schedule.

17. Group WhatsApp Platform

- The Group WhatsApp platform is strictly for circulating cricket-related matters only.

XXXV. BYE-LAWS FOR VOLLEYBALL

1. AIM

- (i) To promote, organise, regulate, and encourage the game of Volleyball within the Club for the sporting and social benefit of Members.
- (ii) To promote Volleyball within the State of Selangor, particularly in the district of Klang.

2. Playing schedule for Volleyball at the Open Air Sports Complex.

DAY	4.30 PM – 8.30 PM	8.30 PM – 11.00 PM
Friday	Volleyball Social	Open Play

- 3. The Volleyball Court is for the exclusive use of Royal Klang Club members only.
- 4. All Volleyball players must wear proper sports attire. Shoes must be sports shoes with flat soles, without heels, studs, or protruding hard ridges of any kind. Members are not allowed to play in long pants, shirts, slippers, or leather shoes with heels.
- 5. Strictly no unwanted materials are allowed on the Volleyball Courts.
- 6. Eating, drinking and smoking are prohibited in the Volleyball Court.
- 7. Play must stop in the event of lightning or heavy rain.
- 8. The Sports Staff on duty will ensure the smooth implementation of the rules, such as booking for play and dress code enforcement.
- 9. Any misconduct arising at the use of the court will be subject to disciplinary action by the General Committee.
- 10. Players participate at their own risk. The Club shall not be held responsible for any injury or mishap that may occur in the Volleyball Court.
- 11. There will be no F&B service in the Volleyball Court. Refreshments will be served by the Sports Staff only during official Club Practices, Friendly Games, and Competitions. Players are therefore requested to bring their own drinking water.
- 12. Complaints and suggestions must be submitted in writing to the Sports Chairman or the General Manager.
- 13. The General Committee reserves the right to amend, repeal, or suspend these Bye-Laws as necessary.

14. Junior Development Programme

- (i) Any development/coaching programme initiated by this sports section must have the prior approval of the General Committee.
- (ii) The mission and objectives of this development programme together with the appropriate Rules and Regulations must also be forwarded to the General Committee for consideration.
- (iii) Should this Development Programme be extended to the General Public, the SOP for non-members attending the coaching programme must clearly be defined.
- (iv) Participants of the Coaching Clinics must solely be confined to the venue of coaching and are not allowed to utilise the other facilities / amenities of Royal Klang Club.

15. Coaching

- (i) Any Member or privileged member, including Members' children, wishing to take coaching lessons must register with the Sports Administration Office.
- (ii) The coach must be approved by the Sports Chairman and the coaching fees must be sanctioned by the General Committee. Fees charged will be debited to the Member's account.
- (iii) Volleyball coaching sessions shall be conducted during the allocated coaching slots as outlined in the Playing Schedule.

16. Group WhatsApp Platform

The Group WhatsApp platform is strictly for circulating Volleyball-related matters only.

XXXVI. BYE-LAWS FOR HASH

HASHERS AND HARRIETTES (RKCH4)

1. NAME AND AUTHORITY

- 1.1 This chapter shall be known as the **Royal Klang Club Hashers and Harriettes (RKCH4)**.
- 1.2 RKCH4 operates as a chapter of the **Royal Klang Club (RKC)** and shall at all times be subject to the authority, rules, and governance of the Royal Klang Club and its General Committee (GC).

2. MEMBERSHIP

- 2.1 All Royal Klang Club members who wish to join RKCH4 shall complete the official Membership Form available at the Royal Klang Club reception counter. The rules and regulations of RKCH4 are stated within the form.
- 2.2 A one-time registration fee of **RM50** and a monthly subscription fee of **RM18** shall apply to all RKCH4 members.
- 2.3 Upon acceptance, members shall receive an official RKCH4 Hash T-shirt and be added to the official RKCH4 WhatsApp groups (News and Rego).
- 2.4 Members wishing to terminate their membership must complete the official Membership Termination Form available at the Royal Klang Club reception counter.

3. GOVERNANCE AND COMMITTEE

- 3.1 The Chapter Grand Master (GM) shall be appointed by the **Royal Klang Club Sports Chairman**.
- 3.2 The GM shall initially serve a **minimum term of two (2) years** with an option to continue for another term of two (2) years.
- 3.3 The GM shall appoint the official RKCH4 Committee comprising:
 - Joint Master
 - On Cash
 - On Sec
 - Two (2) Committee Members
- 3.4 All elected Committee Members shall serve the same term duration as the GM.
- 3.5 A Sub-Committee may be constituted, comprising Ex-GMs, Run Masters, Hash Buds, Religious Advisor, Hash Advisor or other advisors.

This Sub-Committee:

- Shall have **no decision-making authority**
- Shall not be involved in formal Committee meetings
- Shall serve only in an advisory or operational support role

3.6 Any form of resignation as a committee member must be formally submitted in writing to the Chapter Grand Master.

4. MONTHLY RUNS

4.1 RKCH4 shall conduct **one (1) official run per month**, held on the **first Saturday of each month**.

4.2 The run date may only be changed due to official Royal Klang Club events such as but not limited to **AGM, EGM, Annual Celebrations, Town Halls, Sports Nights, etc or at the request of the General Committee**.

4.3 Participation in any run requires prior registration via the official **RKCH4 WhatsApp Rego List**, which shall be published by the RKCH4 Committee.

4.4 Each run shall be hosted by **five (5) to six (6) Hares**. The Hare Queue shall be published in advance.

4.5 Registered hashers shall be entitled to:

- Two (2) beers
 - One (1) isotonic drink
- Beverage coupons shall be issued upon registration and redeemed from the Beer Vendor.

4.6 Food coupons may be incorporated at the request of the Hares. The RKCH4 Committee shall prepare and distribute the coupons upon registration.

4.7 It is the responsibility of the Hares to collect all food and beverage coupons prior to distribution.

5. HARES

5.1 All registered RKCH4 members shall be rotated into the Hare Queue **approximately six (6) months after joining**, and thereafter **approximately once every two (2) years**.

5.2 Hares shall be notified of **a minimum of four (4) months in advance** upon publication of the Hare Queue.

5.3 If a Hare is unable to host a run, they must notify the Committee **within one (1) week** of publication to allow for any changes.

5.4 Hares shall jointly bear all costs related to the run, including logistics, food, and beverages.

5.5 Hares are responsible for:

- Setting the run
- Ensuring smooth operations on run day
- Cleaning up before, during, and after the run

Any complaints, fines, or legal notices related to cleanliness shall be the responsibility of the Hares.

5.6 Reimbursements shall be made as follows:

- **RM8 per registered RKCH4 member**
- **RM20 per guest**

Reimbursement shall be credited to either the Hare's RKC account or bank account.

5.7 Hares must begin planning the run **at least one (1) month in advance and announced at the prior monthly run.**

5.8 Hares must be mindful of dietary preferences and provide vegetarian meals where indicated in the registration.

5.9 Any member who resigns before fulfilling their obligation as a Hare shall not be eligible for re-admission into RKCH4 until after a **cooling-off period of two (2) years**, subject to Committee's approval.

6. CELEBRATION & SOCIAL RUNS

6.1 Celebration and social runs (e.g. Chinese New Year, Deepavali, Social Runs, Special Events) shall be organised by an **Organising Committee** appointed by the RKCH4 Committee.

6.2 The Organising Committee shall determine the date, fees, and location and submit details for Committee approval before official registration is published.

6.3 The Organising Committee shall be fully responsible for all aspects of the run, including:

- Food & Beverage
- Logistics
- Run setting
- Overall execution

6.4 The Organising Committee is permitted to raise funds and secure sponsorships.

6.5 If the Organising Committee fails at any stage of planning or execution, the RKCH4 Committee reserves the right to take over and complete the run in any manner it deems fit.

7. FINANCE

7.1 RKCH4 shall maintain two (2) funds:

- **RKC Hash Yearly Budget**
- **RKCH4 Hash Chapter Fund**

- 7.2 The RKC Hash Yearly Budget is provided by the Royal Klang Club. All usage is subject to approval by the Sports Chairman and General Committee and must be properly accounted for. This budget shall not be carried forward to subsequent years.
- 7.3 The RKCH4 Hash Chapter Fund consists of surplus funds from monthly subscriptions. The RKCH4 Committee has authority over its usage, with the Sports Chairman being informed. This fund may be carried forward.
- 7.4 All funds shall be used solely for RKCH4 activities and for the benefit of RKCH4 members, including social runs, interclub runs, anniversary runs, pub crawls, and outstation runs.

8. LIABILITY

- 8.1 The Club will not be liable to any Members or their guests for the loss of belongings, accidents or injuries sustained in the Club premises.

9. AMENDMENT OF BYE-LAWS

- 9.1 These bye-laws may only be amended in accordance with the Royal Klang Club Rules.
- 9.2 All amendment requests must be formally submitted in writing with justification.
- 9.3 Amendments may be deliberated and decided by Committee vote where necessary.
- 9.4 All amendments are subject to final approval by the **Royal Klang Club, General Committee**, whose decision shall be final.

10. GUESTS

- 10.1 All guests, whether RKC members or non-members, must be invited and registered by a current RKCH4 member via the official RKCH4 WhatsApp Rego List.
- 10.2 Charges shall apply as follows:
- **RKC Member Guests:** RM55 (deducted from the guest's RKC account)
 - **Outside Guests:** Deducted from the inviting RKCH4 member's RKC account
- 10.3 Walk-in guests shall be charged **RM100**, deducted from the RKC account of the RKCH4 member accepting responsibility.
- 10.4 **No cash transactions** are permitted at any RKCH4 run or event. All charges shall be processed via member's RKC account deductions only.
- 10.5 Guests must maintain proper discipline at all times.
- 10.6 Any misconduct by a guest shall be the **full responsibility of the inviting RKCH4 member**, who may be subjected to disciplinary action in accordance with the Club Rules or this Byelaws.
- 10.7 Guests are allowed to participate in all the club runs **except those runs reserved only for RKCH4 members**.

11. DISCIPLINE & CONDUCT

- 11.1 All members and their guests are expected to conduct themselves respectfully and responsibly during all RKCH4 activities, recognising that social drinking is part of hashing culture.
- 11.2 Major verbal or physical altercations are strictly prohibited. Any complaint regarding the conduct of a member or his guest shall be submitted in writing to the Chairman of the Investigation Committee for further investigation.

12. GROUP WHATSAPP PLATFORM

The Group WhatsApp platform is strictly for circulating Hash-related matters only.