



BYELAWS

Rumanza Golf & Country Club (RG&CC)

1 Apr 2022

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Section 1: INTERPRETATIONS

RUMANZA Golf & Country Club” shall mean the premises bounded by the boundary wall with facilities for use by its members. In short it will be called RG&CC. The term Club in these byelaws implies RG&CC.

- 1.1 Affiliated Clubs” means the golf clubs of Pakistan who are affiliated to PGF and its affiliated Associations and are paying capitation fee to PGF and their respective Associations for its every member.
- 1.2 “Course Captain” will be nominated by the management.
- 1.3 Driving Range” Shall mean the driving range for practice and any other facility related to it or located in it.
- 1.4 Director Golf Operation” shall mean the person appointed or hired by Patron to manage the golf operation in RG&CC. In short will be written as Director.
- 1.5 Golfers” means all members and non-members using the golf facilities at the RG&CC.
- 1.6 Golf Course” shall mean the 18 holes golf course located inside the RG&CC. The term ‘course’ implies the golf course.
- 1.7 Golfing Facilities” shall mean the facilities of golf course, driving range, pro-shop and all other facilities located in them.
- 1.8 Golf Members” means the members of RG&CC who pay capitation fee to PGF and PGA. In short, they may be referred to as golf members.
- 1.9 Member” means persons admitted by the Management as members of RG&CC.
- 1.10 Non-Members” means, individuals who are not paying capitation fee and others who are not members of RG&CC.
- 1.11 Patron means Chairman Project Management Committee of DHA Multan.
- 1.12 President’ means President of RG&CC. He will be administrator or Project Director of DHA Multan.
- 1.13 Secretary” shall mean the person appointed or hired by Patron to manage the overall affairs of golf in RG&CC.
- 1.14 Management” shall mean the Patron-in-Chief, President, Project Secretary DHA Multan, Director Golf Operation, Additional Director RG&CC and any other person/committee appointed by the Patron.
- 1.15 PGF” means Pakistan Golf Federation the controlling authority of golfing activities in Pakistan.
- 1.16 PGA” means the Punjab Golf Association the controlling authority of golf in the Province of Punjab.

Section 2: CLUB INFORMATION

2.1 The Club

The Club a Proprietary Club owned by Defence Housing Authority, Multan, Pakistan (DHAM) and developed and Managed by RG&CC, a company incorporated in the South Punjab region of Pakistan.

2.2 Club Bye Laws, Rules & Regulations

RG&CC is located within DHAM, hereby declares that these are the Rules & Regulations under which the operation of RG&CC shall be governed, and these Rules & Regulations are now in full force and effect, subject to any modification, amendment, change or supplement here to which may be hereafter adopted. These Rules & Regulations may be changed from time to time after approval of Managing Committee by RG&CC management, at its sole and absolute discretion.

2.3 Club Detail

Rumanza's unique Club House is set to be located amidst the stunningly scenic landscape and shall be a luxurious realm of multiple recreational activities including, fully equipped gyms, spacious swimming pools, pro shop, spike bar, multipurpose hall, simulators, aerobic studio, joint lounge, a dedicated cigar lounge, various restaurants, cafés, a roof top Bar B Q and executive lounges. To provide a home away from home – luxuriously furnished executive and deluxe suites shall be available for all members, with all amenities spelling out the grand luxury of Rumanza. From Club House one can have a 360-degree view of complete Golf Course.

2.4 General Facilities

2.4.1 Club House. Located at the entrance of RG&CC. Positioned to be the main rendezvous point, housing the main facilities.

2.4.2 The Members Restaurant. Serving mostly international variety of food with good presence of local Pakistan cuisines and Western cuisines. Located at the 1st, overlooking the vast short game area and driving range.

2.4.3 Dining Hall. For meeting or gatherings, with capacity of up to 500 people. Also available an outdoor facility for 300-400 people.

2.4.4 Driving Range. 300 Yards long, with undercover 24 Bays.

2.4.5 Course Shelter. The RG&CC has mid-way house on hole 10 tee providing snacks or beverages and Halfway house with Toilet facilities adjacent to Hole 14 Tee and 6 tees.

- 2.4.6 Locker Room. Separate, Men's and Ladies' areas, with hot and cold-water facilities and high lockers, changing room and amenities.
- 2.4.7 Golf Carts. Golf carts equipped with cooler boxes. The use of golf carts is not compulsory with specific rules that are to be abided by.
- 2.4.8 Caddies. All golfers are to be accompanied by an assigned caddie, specific rules that are to be abided by.
- 2.4.9 Rental Items. Clubs for right-handed and left-handed players and shoes are available through the Pro Shop.
- 2.4.10 Pro-Shop. Provide an extensive variety of branded golf merchandise.
- 2.4.11 Country Club Facilities. Pakistan First Signature Golf Course, design by Sir Nick Faldo Location is in DHAM. Rumanza Golf & Country Club (RG&CC) not only has an 18-hole International standard golf course covering 270 acres, but another 295 acres comprising of 4 Kanal, 2 Kanal, 1 Kanal, and 12 Marla residential plots, as well as a mosque, commercial shops, parks, and a fire station. It is, in other words, a community within a community. Membership is mandatory for community residents and plot holders.

2.5 Executive Committee

It is highest committee which has all the executive powers.

- a. Patron - Chairman Proj Mgmt Committee
- b. President - Proj Dir DHA Multan
- c. Proj Secy - Proj Secy DHA
- d. Secy - Secy RG&CC
- e. Members
 - (1) Dir Adm RG&CC
 - (2) Addl Dir RG&CC
 - (3) Director Golf Ops and GM
 - (4) Golf Course Superintendent
 - (5) 3 to 5 x members of RG&CC to be elected for two years

2.6 Management Committee

- a. President - Proj Dir DHA Multan
- b. Proj Secy - Proj Secy DHA
- c. Secy - Secy RG&CC
- d. Members
 - (1) Dir Adm RG&CC

- (2) Addl Dir RG&CC
- (3) Director Golf Ops and GM
- (4) Golf Course Superintendent
- (5) 1 to 3 members of RG&CC to be elected for one year

2.7 Discipline Committee

a. President - Secy RG&CC

b. Members

- (1) Dir Adm RG&CC
- (2) Director Golf Ops and GM
- (3) 1 to 2 x members of RG&CC to be elected for one years

2.8 Handicap Committee

a. President - Secy RG&CC

b. Members

- (1) Dir Adm RG&CC
- (2) Director Golf Ops and GM
- (3) 1 to 2 x members of RG&CC to be elected for one years

2.9 Annual General Body Meeting

At the end of financial year Annual General Body Meeting will be held to review progress of previous year including presenting Financial Balance Sheet and seeking consent for next Financial year proposal / Decision.

Section 3: MEMBERSHIP TERMS AND CONDITIONS

RG&CC reserves the right to modify or terminate these Terms and this Agreement at any time and in any manner, in whole or in part. You agree that RG&CC will review these Terms periodically and that you are bound by this Agreement and any modifications we may make to it from time to time by the approval of Executive Committee.

3.1 Process of Membership Application

- 3.1.1 Applicants are to complete the applicable Membership application form and submit with all necessary documentation.
- 3.1.2 Applicants will be required to attend a Membership Interview and come appropriately dressed as per the Dress Code stated in the membership Application Form. (Formal Lounge Suite with Tie or Shalwar Kameez with Waistcoat / Coat).

3.2 Outcome of Application

The Applicant will be notified in writing on the outcome after the interview.

- 3.2.1 Should the Applicant's Application be successful; the Applicant agrees to abide by the terms of payment for the Membership Fee or with the Installment Payment Schedule as detailed in the membership Application form.
- 3.2.2 Upon full payment or Installment Plan of the Membership Fee and compliance with the said conditions, the Applicant will be accepted as a member of the Club and be granted a non-exclusive right to enter the Club and to use and enjoy all the facilities of the Club as per category of Individual membership.
- 3.2.3 The member can avail 10% discount on the Membership Fee by making the lump sum payment.
- 3.2.4 Failure to comply with the Installment Payment Schedule or any variation thereof as may be permitted in writing by RG&CC will result in the Applicant forfeiting his/her entitlement to membership in the Club and being deemed to be no longer keen to be a member of the Club.

3.3 Other Conditions

In making this Application, the Applicant declares and confirms his/her acknowledgement of an agreement to following: -

- 3.3.1 The application herein is for a non-exclusive license to enter the Club and to use and enjoy the facilities of Club.
- 3.3.2 The Club is a proprietary club fully owned by DHAM, Pakistan and developed by RG&CC.
- 3.3.3 The Applicant agrees upon the request of RG&CC, to execute any other document or documents and/or enter into a License Agreement and/or other appropriate agreements with RG&CC and DHAM, Pakistan, and to comply with the terms set out therein.
- 3.3.4 If the applicant does not appear in the membership interview by his choice within two months of the application registration date, then the application would be declared null & void.
- 3.3.5 As a member of the Club, the Applicant shall make timely payment of the Monthly Subscription and other charges or fees as shall be stipulated by the Club and further settle all bills in a timely manner and abide by and observe the Rules of the Club and other regulations, byelaws and policies as the Club may implement and enforce from time to time after approval of Management Committee to govern and regulate the use and enjoyment of the Club's facilities.

- 3.3.6 Each one membership includes self, wife/Husband, and dependent children only. Dependent children are defined as, 26 years for Sons and for daughters till they are unmarried. After every 1 year all members will have to render certificate to RG&CC that only their dependent children are availing Club's facilities.
- 3.3.7 Children of members once get independent status and want to apply, will be given 20% off on the membership fee.
- 3.3.8 The Club is run under set rules and dress code. Nonadherence to the rules/ dress code will ban the members entering the premises or a particular facility.
- 3.3.9 The membership shall not freeze for any specific time period. The member has to pay the monthly subscription fee whether he/she is using Club facilities or not. However, special requests if any will be entertained as per the decision of the Managing Committee.
- 3.3.10 Membership Fee & Monthly charges can be changed, and the member will have to pay the difference of the amount paid against the advance subscription fee.
- 3.3.11 Membership Fee (Lumpsum or Installments) or monthly subscription fee can be paid through credit card, However, 2% service charges will be charged at the time of transaction (2% Charges may vary as per State Bank Policy).
- 3.3.12 The member gets 10% discount on the advance payment of one year's subscription fee. In the case of increase in the subscription fee, the member will have to pay the difference of amount paid against the advance subscription fee.
- 3.3.13 Management reserve the right to increase Monthly Subscription rates/introduce Levy's as it deems necessary, with Club Management giving notice of the intention to raise the Monthly Subscription Fess/introduce Levy's NO less than 1 months prior.

3.4 Addition of Immediate Family Member

- 3.4.1 The addition of second wife under the membership is subject to the clearance of membership interview and to the submission of necessary documents (Marriage certificate/CNIC with husband's name and photograph).
- 3.4.2 In case of addition of child, the member will have to submit the B-form and photograph of child.

3.5 Transfer Policy

- 3.5.1 Corporate membership is transferable within Nominees @ Rs 0.3 Mn.
- 3.5.2 Individual Membership.
 - a. If a member wants to transfer his/her membership to his/her spouse or children, 1% of the prevailing membership fee will be charged as the transfer fee. 10%

of the prevailing membership fee is charged as the transfer fee while transferring the membership to anyone other than wife and children.

b. In case of death of member automatically membership will be transferred to his/her NOK without any fee on production of NADRA death certificate.

3.5.3 The selection of these transfer cases is subject to the clearance of the membership interview and the clearance of all the outstanding dues.

3.5.4 Transfer policy may be changed from time to time after approval of Executive Committee as per management decisions.

3.6 Suspension & Termination Policy

3.6.1 Late payment 2% charges will be imposed on outstanding membership installments after 14 days of the due date and his/her membership will be suspended through suspension notice.

3.6.2 The Membership will be reinstated only after the Member pays all his/her previous dues along with late fee charges, and reinstatement charges 1% of actual fee or different for different types as per Membership on case-to-case basis.

3.6.3 Membership shall be terminated three months after the suspension date.

3.6.4 After the termination, new membership will be purchased on the prevailing membership fee.

3.6.5 In the case of termination, the membership shall only be reinstated by the special approval of the Management (on the same membership fee). The member will have to clear the outstanding dues and late payment charges in a lump sum.

3.7 Change of Address

3.7.1 In case of change of address and contact number, the member will have to inform the Membership Office immediately.

3.7.2 If the member does not inform about the address change and contact number, then he/she will be responsible for the payment of the dues billed during the address change time.

3.8 Club House Levy

3.8.1 RG&CC may elect from time to time after approval of Executive Committee to introduce/charge a Clubhouse Levy in respect of food, beverages, and other goods and services available to Members during any Membership Year/month.

3.8.2 Where a Clubhouse Levy is imposed, Members may charge purchases to their account whilst available credit remains.

3.8.3 Any Clubhouse Levy remaining unused at the end of any Membership Year/month will be forfeited.

3.9 Member's Guest Policy

Members' guests will be allowed to come to club with the members only. No guest will be allowed entry on other card as guest.

3.10 Next of Kin

Please complete the supplied form as accurately as possible. These details will help us in identifying your next of kin for membership transfer. (If required at any given time).

3.11 Death of a Member

In the event of the death of a member of the Club, in the event that more than one surviving spouse of such member, (if any) shall automatically succeed to the membership previously held by the deceased member without the payment of any entrance fee or other charge for such transfer of membership; provided however, that the account of the deceased member of the Club is first fully paid satisfied in all respect.

3.12 Lump Sum Payments

The member can avail to a pre-determined discount (Currently 10%) by making the lump sum payment on the Membership Fee.

3.13 Playing Rights – Membership Categories

3.13.1 Playing rights for memberships vary for each category of Membership, playing rights will be restricted to the prescribed rights and will have restricted access to the Tee time booking system sheets based on the said category.

3.13.2 Should a member of a specific category want to play at a time/day that does not fall within that member's category, the said member will be deemed a guest of the Club for that day and pay the applicable guest fees.

3.13.3 A member of a specific category wanting to play at a time/day that does not fall within that member's category, is allowed to play as per section 3.13.2 however the said member is NOT permitted to invite guests under this rule.

3.13.4 In all instances playing times may be restricted by the Secretary when a gender-based competition is conducted or upon such terms and conditions as the Secretary may prescribe.

3.14 Membership Identification

- 3.14.1 Members are defined as Individual, Corporate, Defence Forces / CGOs (Serving/Retired), DHA Employees (Grd-17 & above), Foreigners, Honorary, Lifetime, Golden membership holder and any other kind of membership defined from time to time after approval of Executive Committee.
- 3.14.2 An official golf identification bag tag (supplied at cost/free) shall be displayed at a conspicuous part of the golf bag by all Members while utilizing the course and shall be made available for inspection upon request by any other authorized personnel i.e., Starter, Course Marshall etc.
- 3.14.3 Visitors belonging to a club with reciprocal arrangements, members of golf clubs affiliated with PGF and duly authorized accompanied guests of the member's while utilizing the Club's golf course are required to display the appropriate Visitor's bag tag issued at the time of registration at reception. The bag tag will be returned after having played on the course.

3.15 Membership card

- 3.15.2 The Club will issue Membership Cards to each dependent family member if the club member.
- 3.15.3 The Members must:
- a. Show their Membership Card to the General Manager's staff upon request.
 - b. Not allow their Membership Card to be used by any other persons.
 - c. Notify the Membership department immediately if their Membership Card is lost, stolen, or destroyed.
 - d. If a member notifies the Membership department that their Membership Card is lost, stolen or destroyed, the Membership department must issue the Member with a replacement card (at the Member's cost) within a reasonable time of actually receiving the notification from the Member.
 - e. The Member must, upon request, provide formal identification to the Secretary in order to satisfy the Secretary of the Member's identity. If the Member is unable to produce formal identification, the Secretary may withhold Membership benefits from the Member until appropriate identification is produced.

3.16 Member Discounts

Members are eligible to receive a discount on food and beverage in the restaurant or bar and on merchandise (excluding sales and promotional items) in the Golf Shop. In order to

receive these discounts, your Membership Identification must be presented at the time of purchase.

3.17 Other Membership Types

RG&CC and the company reserve the right to issue other types of temporary or annual membership. Such memberships if issued will be entitled to such privileges and subject to the payment of such annual subscriptions, joining fees and other charges and terms and conditions, as may be set by RG&CC from time to time by the approval of Executive Committee.

3.18 Suspension/Expulsion of Membership

The Club may suspend / expel a Membership for any period of time it determines if, at any time, RG&CC forms the view that the Member to which that Membership relates has acted in a way unbecoming of a member.

3.18.1 The Member owes any money to the Company for a period of at least 20 days Including, without limitation in relation to unpaid Joining Fee, Subscription Fees; Multilingual correspondence will be sent out to the member owing money via post, email and text message and the member will be prevented from playing golf until all money owing is paid.

3.18.2 If a member is suspended for conduct unbecoming of a member, owes money to the Club the member is not permitted to enter the Club Car Park, Club House, Golfing facilities, driving range, staff canteens and inclusive of the maintenance/HR/caddy facility and engages in discussions with Members of staff through verbal or other communication means such as Email, Text and all forms of social media.

3.18.3 If a member is suspended for conduct unbecoming of a member, owes money to the Club the member shall be liable to continue to pay his/her monthly dues for the entirety of the suspension. Upon the suspension period being completed the member must satisfy the Club that all outstanding debt is cleared.

3.18.4 A member may be suspended if the member is found to be gaining profit from the said membership through on selling of tee times, leasing of membership or membership privileges without consent and approval from the Club.

3.18.5 If a Member is found to be acting contrary to these Byelaws, Rules & Regulations, the offending Member/s may be required to present his/her self to a Disciplinary Committee Meeting to clarify the actions that have warranted a Disciplinary

Committee Meeting hearing. The Disciplinary Committee decision is final with No cause for claim against the Club.

Section 4: MEMBERSHIP TYPES

4.1 Individual

4.1.1 Membership Fee - Rs. 2 Mn (4 Quarterly Instalment).

a. Non-Refundable.

b. Transferable Individual membership is transferred to spouse or children, 1% of membership fee will be charged and if transferred to any other, 10% of membership fee will be charged (Subject to clearance of Interview from Managing Committee).

4.1.2 Monthly Subs Rs. 6,000 (Self, spouse, and children) - Subs will be effective from the date of Commencement of Club House.

4.2 Corporate

4.2.1 Membership Fee - Rs. 3.5 Mn (4 Quarterly Instalment).

a. Maximum of 3 nominees at one time (Including 1 Main Nominee), each nominee must deposit Rs. 0.3 million.

b. Non-Refundable.

c. Transferable within nominees only & transfer fee is Rs 0.3 million.

4.2.2 Monthly Subs Rs. 6,000 (Self, spouse, and children) / nominee - Subs will be effective from the date of Commencement of Club House.

4.3 Defence Force Officers Serving

4.3.1 Membership Fee - Rs. 0.35 Mn (4 Quarterly Instalment).

a. Non-Refundable.

b. Non-Transferable.

4.3.2 Monthly Subs Rs. 5,000 (Self, spouse, and children) - Subs will be effective from the date of Commencement of Club House.

4.4 Defence Force Officers (Retired) & Civilian Gazette Officers (Serving/ Retired)

4.4.1 Membership Fee - Rs. 0.4 Mn (4 Quarterly Instalment).

a. Non-Refundable.

b. Non-Transferable.

4.4.2 Monthly Subs Rs. 5,000 (Self, spouse, and children) - Subs will be effective from the date of Commencement of Club House.

4.5 Foreigners

4.5.1 Membership Fee.

a. 6 Months - US\$ 2,000

- b. 1 Year - US\$ 2,500
 - c. Non-Refundable.
 - d. Non-Transferable.
- 4.5.2 Monthly Subs US\$ 100 (Self, spouse, and children) - Subs will be effective from the date of Commencement of Club House.

4.6 DHA Employee Officers

- 4.6.1 Membership Fee - Rs. 0.25 Mn (4 Quarterly Instalment).
- a. Non-Refundable.
 - b. Non-Transferable.
- 4.6.2 Monthly Subs Rs. 4,000 (Self, spouse, and children) - Subs will be effective from the date of Commencement of Club House.

Section 5: GENERAL CLUB RULES

5.1 Hours of Operation

- 5.1.1 The hours of operation will be established by the Club. The Club reserves the right to vary these hours as needed, as well as the right to close the Golf Course and other facilities for tournaments, special events, group play and scheduled maintenance and repairs.
- 5.1.2 The Club and Administrative offices are open as follows:
- a. Monday to Friday 9:00 am to 5:00 pm.
 - b. For information on current hours of operation for the restaurant, bar and golf facilities and Country Club facilities please check on the Member's notice board or visit the website at www.rumanza.golf.

5.2 Dress Code (Attire)

- 5.2.1 The proper attire for golfers (including accompanying guests) on course and on the driving/ practice range shall be:
- a. Male: Golf shirt with collar/mock neck/turtleneck over one inch, half/full sleeves. Trousers, Pants, or shorts not more than 2 inches above the knee.
Must: Golf shirt must be tucked in.
 - b. Female: Golf shirt with collar, half/full sleeves, Kameez, Skirt, Shorts, Shalwar, Trouser.
Must: Golf Shirt must be tucked in.
- 5.2.2 Footwear: Proper shoes permitted for Golf course.
- 5.2.3 Winter: Sweater, wind cheaters or golf jacket 'V' neck or with collar.
- 5.2.4 Walking Guests: Dress will be:

- a. Male: Dress as for golfer men or a casual smart dress shirt with formal plain sole shoes or joggers.
 - b. Female: Dress as for golfer woman with plain sole footwear or joggers. High heel footwear is not allowed.
- 5.2.5 Not Permitted Dress Collarless and sleeveless T-shirts, jogging shorts, boxers' pants, tracksuits or their trousers, jeans, trousers which have rubber-pleated waist or pleated waistband using a string or cord for belting, Pants/shorts with denim/jeans materials and flowery beach shorts.
- 5.2.6 Dress in the Clubhouse is Smart Casual. Muscle shirts, underwear style singlets, rubber thongs, exercise attire, football attire and ripped or torn clothing are not permitted. Suitable footwear is required in the Clubhouse. Smart Casual is defined as Trouser & Shirt with or without Coat and Shalwar Kameez with Waist Coat/Coat.
- 5.2.7 The Secretary reserves the right to refuse entry to persons to the Golf Course and Clubhouse Facilities who are not dressed in accordance with these rules.

5.3 Breach of Dress Code

The following process applies to breaches of the Dress Code.

- 5.3.1 For each breach the Member will be provided with a written warning.
- 5.3.2 Should the Member receive three written warnings in any 12-month period, then that Member will have all membership privileges suspended for a period of 1 month.
- 5.3.3 If the player who has suspended booking rights is issued a further warning within the suspension period. The player will then lose playing rights for a period of 1 month.
- 5.3.4 Warnings issued will lapse after 12 months.

5.4 Eligibility to Play the Course

- 5.4.1 Members with a valid RG&CC Handicap of 36 (Men's 28, Ladies & juniorsv36).
- 5.4.2 Only registered playing golfers or guests above 12 years accompanying the member are allowed on the course.
- 5.4.3 Obtaining of registration slip from the registration counter and keep it handy to be shown on demand.
- 5.4.4 Children below 12 years of age are not allowed on the golf course unless specifically allowed by Secretary. Will invariably be accompanied by their parents or the golf coach.

5.4.5 Members with a valid Handicap Exceeding 28 (Men) and 36 (Ladies & juniors) will have designated days to play on the course on the provision that a member with a valid RG&CC Handicap of less than 28 (Men) and 36 (Ladies) be playing in the same flight.

5.5 Guest

Members must always accompany their Guests and are responsible for their conduct and dress. Members must sign in Guests and ensure all applicable Guest fees are paid.

5.6 Children

Children under 14 years (fourteen) are permitted to use the Country Club facilities if accompanied or supervised by a member or a Guest, 18 years (eighteen) or older.

5.7 Gratuities

All gratuities are uniformly distributed to golf and food and beverage personnel. For food and beverage service, Members may elect a level of gratuity commensurate with the level of service they have received.

5.8 Food & Beverage on Premises

Only food and beverage purchased from the Club (i.e., Restaurant, Bar, Golf Shop, Mid-way house) may be consumed within the Clubhouse, recreational facilities and on the Golf Course. (External Food is prohibited unless authorized by Club Management).

5.9 Property Damage or Removal

Members shall be liable for any damage or removal of Club property by the Member or his/her Guests.

5.10 Parking

Members must park their vehicles in accordance with the indicated parking regulations. Parking is prohibited in the driveways or on Club grounds. All Members Park at their own risk.

5.11 Animals

Members are reminded that pet animals are always prohibited on the Golf Course and Club Facilities, the only exception being a guide dog for the blind or disabled.

5.12 Mobile Phones

The use of mobile phones is permitted in the Club House. When in the Club House, Members and their guests are requested to activate either vibrate or silent mode and show discretion to other members or patrons with the level of voice whilst in the Clubhouse. The use of a mobile phone for video recording whilst in the Club is strictly prohibited.

5.13 Violations

Members and employees of the Club are requested to report any violations of the Bye Laws, Rules and Regulations immediately to the Club Management.

5.14 Rights of Management / Staff

A member is prohibited from any form of disciplinary action, reprimand, confrontation, verbal abuse of the Club staff or management. The member must put in writing his/her grievance to the Club Management.

Section 6: TEE TIME BOOKINGS AND REGISTRATION

6.1 Tee Times Bookings

Tee times may be booked through a few options.

6.1.1 Direct call to the RG&CC reception.

6.1.2 Preferably the member will book through the Club Web Site/App following the link through the member Log-in tab.

6.1.3 Members may make tee time bookings for themselves and their accompanied Guests up to one week (7 Days) in advance through the Reception/ Web Site/App following the link through the member Log-in tab.

6.1.4 Member may reserve up to 7 (Seven) guests on weekdays and up to 3 (Three) guests on weekend and public holidays, subject to availability.

6.1.5 The Club Management reserves the right to change a member's tee time and starting hole.

6.2 Cancel Tee Times

Members are required to contact the Club to cancel tee times or preferably cancel through the web site/app as soon as they are aware they are unable to play. If a member fails to use a booking made by a member, this is a breach of these Rules.

6.3 No Show

No Show is the failure to inform the Club prior to the booking time that the booked tee time is not required. A valid reason is required to avoid a No-Show warning. Management reserve the right to determine the validity of the reason for a No Show.

6.4 Members Guest

6.4.1 All Members' Guests playing golf must be registered upon arrival. Guests must pay appropriate Guest Fees as described in the Fee Schedule which may be changed from time to time by the approval of Executive Committee.

6.4.2 Members and their Guest(s) must play from the Tee determined by the Golf Operations.

6.5 Registration

All players and their Guests must register at reception prior to play and present their bag tag, this allows:

6.5.1 Issue receipts for green fees, caddies & cart.

6.5.2 Assist with arrangements for games.

6.5.3 Have the Clubs and caddies ready to play.

6.5.4 Confirmation of tee time.

6.5.5 Before starting, golfers must check in with the starter to confirm order of play and present their bag tag.

6.5.6 Golfing spectators are welcome at RG&CC with prior approval of the Secretary and payment of applicable fee if levied.

6.5.7 The Management may restrict spectators due to availability of golf carts.

6.5.8 A spectator will only be permitted use of a cart if the golf cart rules per group are being adhered to or may walk behind as per Golf norms.

6.5.9 If golfers require one cart per player this is permitted based on availability and as long as the extra cart is paid for by the golfer and before play commences.

6.6 Green/Caddie/Golf Cart Fee

6.6.1 Except when waived or reduced by the Management, all players shall pay the admissible fees. These fees may be changed by the Management from time to time by the approval of Executive Committee.

6.6.2 No refund of the fee shall be allowed to any member/player except when play has been stopped or suspended before the player has played a ball from the teeing ground or management has stopped play due to any reason.

6.6.3 A golfer who had registered for 9 holes later decides to continue to play more than 9 holes, he/she shall be charged 18 holes fee the moment he/she tees off from tee 10 or 1.

6.6.4 A member engaging a caddy for 9 holes shall be charged a 9 holes' fee provided that the time taken from engagement to completion of the 9 holes is not more than 2 hours and 30 minutes. If it is more than 2 hours and 30 minutes and less than 5 hours, the member shall be charged an additional 9 holes' fee.

6.6.5 A member engaging a caddy for more than 9 holes, but less than 18 holes shall be charged 18 holes' fee.

6.6.6 A member engaging a caddy for 18 holes shall be charged 18 holes' fee provided that the time taken from engagement to completion of the 18 holes is not more than

5 hours. If it is more than 5 hours, the member shall be charged an additional 9 holes' fee.

6.7 Starting

6.7.1 Upon receiving the payment receipt chit, play is to start from the tee directed by the Golf Operations or designee. Golfers without an official Handicap are required to play from the white tee.

6.7.2 The Club may allocate tee times to other players where the Member has not turned up and registered a minimum of 15 (fifteen) minutes before the scheduled tee time.

6.7.3 If a player/group is not on the designated tee box 10 (ten) minutes prior the booked tee time, the Golf Operations or designee have the right to enforce the player/group to wait for the next available tee time as designated by the Golf Operations or designee.

6.8 Playing Numbers

6.8.1 No more than 4 (four) players per group are permitted, unless authorized by the Secretary or designee.

6.8.2 RG&CC is a Four Ball Course. Single and twosomes will be paired together to make Three-some if deemed essential by Golf Operational staff who have the authority to enforce this rule.

6.9 Practice

When practicing, Members/Guest/Visitors are to use the designated practice facilities only. The tees, greens or fairways of the Golf Course are not to be used for practice under any circumstances. In addition, the playing of more than 2 (two) balls from any tee, green or fairway is prohibited unless permission is granted by the Golf Operations designee or Secretary.

Section 7: GOLF PLAY

7.1 Local Rules

7.1.1 The Management Committee may from time to time by the approval of Executive Committee make variation in Local Rules, as it thinks appropriate. In making such local rules, the requirements of Sec 3 of rules Committee procedure must be kept in account.

7.1.2 Local rules in force shall be printed on the back side of the score card. Any temporary local rules or rules specific for a tournament/playing condition on a

specific day shall be provided as “Supplementary Local Rules” along with the score card and also posted on the notice board.

- 7.1.3 Any changes to the Local Rules shall come into force on the date fixed for that purpose and shall be posted on the Club’s Notice Board.

7.2 Slow Play

If a group falls one clear Hole behind the group in front, the slow group must invite the group behind to play through. Whenever play is delayed because of a lost ball, the group behind shall be invited to play through. It shall be at the discretion of the Golf Course Marshall to allow the following group to play through. RG&CC standard pace of play for a foursome is 4:30 minutes.

7.3 Breaches of Slow Play

The following process applies to breaches of Slow Play:

- 7.3.1 For each breach the member will be provided with a written warning.
- 7.3.2 Should the Member receive three written warnings in any 12-month period, then that Member will have all membership privileges suspended for a period of 1 month.
- 7.3.3 If the player who has suspended booking rights is issued a further warning within the suspension period. The player will then lose playing rights for a period of 1 month. Warnings issued will lapse after 12 months.

7.4 Damage to the Golf Course and Property

The following infringements will be brought to the Club Management attention and may result in the severity of the infringement being reviewed by Management:

- 7.4.1 Contravening the Rules of Golf Cart use (**see Section 8 – Golf Cart Rules & Regulations**)
- 7.4.2 Throwing any type of litter, anywhere on the Golf Course at any time. All paper, bottles, cans, cigarette butts should be placed in your golf bag or cart until you reach a litter receptacle.
- 7.4.3 The display of temper or other discourteous conduct resulting in damage to the Golf Course.
- 7.4.4 Failure to advise your caddy or do it yourself to repair your ball marks on the green
- 7.4.5 Failure to advise your caddy or do it yourself to rake the sand before leaving the bunker.
- 7.4.6 Operating a golf cart on the shoulder or within 20 (twenty) meters of any green, tee or 10 (Ten) meters for bunker or failing to comply with instructions from the Golf Course Marshall.

- 7.4.7 The use of driving range balls on the Golf Course.
- 7.4.8 Failure to register and pay for Guests.
- 7.4.9 Deliberate abuse of any item of Club property.

7.5 Closure of the Golf Course

The Club reserves the right to close the Golf Course for play at any time without notice for any reason that the Club thinks fit. The Club and the Club Management make no guarantee that the Golf Course will be available for play, however the Club will make all reasonable attempts to inform the membership base. No person will have any action against the RG&CC or the Club Management as a result of the Golf Course not being available for play.

7.6 Walking Members/ Guests/Visitors/Spectators

- 7.6.1 Accompanying walking guests may accompany the members in a golf cart charged to members account or by paying guest green fee if carts not permitted/available only on weekdays provided they observe the dress code and do not disturb the players or damage the course.
- 7.6.2 RG&CC members not playing the game and officially permitted by the administration are however exempted provided they are properly attired and are not causing any hindrance in the game and pay for the cart if they use.
- 7.6.3 While walking will not go near a player nor will give any advice and must always remain on the cart path.
- 7.6.4 Visitors, guests and spectators are allowed on Club and PGF/PGA competitions provided they observe following: -
 - a. Wearing proper dress as mentioned above.
 - b. Do not disturb players or the game.
 - c. Do not use mobile phones, flash cameras or such distractions.
 - d. Do not damage the course.
 - e. Follow the assigned routes and stay in the designated areas.
 - f. Abide by the RG&CC security instructions such as proper identity, personal screening, and screening of bags/equipment.
 - g. While walking will not go near a player nor will give any advice.
 - h. Any other person with the prior approval/consent of the Secretary/Director.

Section 8: GOLF CART RULES & REGULATIONS

8.1 Conditions of Golf Cart Rules on Club Premises

- 8.1.1 Only those golf carts owned by the Club are to be used on the Golf Course unless the appropriate fees are paid for this right.

- 8.1.2 Appropriate fees, as established by the Club, are required in order to use a Club owned golf cart. Fees are identified in the Club Fee Schedule, as updated from time to time by the approval of Executive Committee.
- 8.1.3 Only persons over 18 years (eighteen) of age with a Driver's License may operate a Club owned golf cart on Club property, at any time.
- 8.1.4 Children over the age of 16 (sixteen) and under the age of 18 may drive a golf cart as long under the supervision of an adult aged 18 or over.
- 8.1.5 Club owned golf carts are only for use on the Golf Course and for transportation, to/from the practice range and are not to be driven on the public streets or in the Club parking lot.
- 8.1.6 The use and operation of all golf carts is at the risk of the users and such users shall, as a condition of such use, indemnify and hold indemnified RG&CC and Club Management, from and against all liabilities arising out of such use.
- 8.1.7 No more than 2 (two) golf bags may occupy or be carried in or on a single golf cart at any one time.
- 8.1.8 Golf carts must be operated on cart paths at all times unless the player wanting access to the turf areas has a medical condition and has completed the medical certificate privilege and subsequent Terms and conditions as set out (**see Golf Cart Terms & Conditions of a Player – Medically certified**).
- 8.1.9 Golf Carts must always remain on cart paths.
- 8.1.10 Golf carts are not permitted to be driven closer than 20 (twenty) meters of any green or 10 (ten) meters of any tee/bunker, except on a constructed cart path, located within those prescribed distances.
- 8.1.11 Golf carts are not permitted to be driven in, or through any sand traps, bunkers, or other hazards, including long rough and regenerated areas and shall be kept at least 10 (ten) meters from the lip, or edge, of any sand traps, bunkers, or hazards.
- 8.1.12 All directional signs, stakes, ropes and other markers used to guide and direct golf cart traffic must be observed. Similarly, signs prohibiting or restricting the use of golf carts in particular areas, are to be obeyed without exception.
- 8.1.13 Members will be liable for the cost of the repair or, in extreme cases, replacement of golf carts due to negligent or inappropriate operation causing damage by either themselves or by their Guests.
- 8.1.14 Members will also be liable for any personal injury or property damage caused by the reckless behavior of either the Member or their Guests.

8.1.15 The Club will charge a fee to any player wanting to use the golf cart that has not provided a medical certificate privilege and desire to have access to the turf areas. The applicable fee is noted in the schedule of rates.

8.2 Golf Cart Terms & Conditions of a player – Medically Certified

8.2.1 The Club will grant access to turf areas only if the Player has provided a medical certificate that must be issued and signed by a Medical Specialist and the player acknowledges and signs the Terms & Conditions of a Medically Certified Golf Cart Use.

8.2.2 The players with the privileges as bestowed with a medical certificate privilege are required to follow the general golf cart policies, failure to do so may result in the privilege being revoked immediately.

8.2.3 The Terms & Conditions of a Medically Certified player are to be signed by the player and acknowledged by the Secretary upon receipt of a medical certificate that must be issued by a Medical Specialist and not a General Practitioner.

8.2.4 Failure to abide by the Terms & Conditions of a Medically Certified Golf Cart use will result in immediate loss of the privileges.

Section 9: CADDIES

9.1 Caddies are compulsory with all golfers at RG&CC and the applicable caddie fee will be charged accordingly.

9.2 Caddies must be engaged from the “golf registration”. No private arrangement is allowed.

9.3 Caddies will be detailed on first come first served basis. However, in special cases and with the approval of the Secretary a member can be allotted a caddie of his choice.

Section 10: INCLEMENT WEATHER POLICY GOLF COURSE

10.1 Payment Policy

10.1.1 The Club will determine all stoppage of play as a result of inclement weather including lightning, heavy rain, Dust storm or other. Any golfer who discontinues a round of golf by their own initiative due to inclement weather will not receive a rain check green fee voucher.

10.1.2 If the Club decides to close the Course due to inclement weather, the following condition will apply:

- a. Golfers playing 1-3 holes in an 18 holes round will receive a full 18-hole green fee voucher.

- b. Golfers playing more than 3 holes and less than 9 Holes in an 18-hole round will receive a 9-hole green fee voucher.
- c. If the golfer has played more than 9 (nine) holes, he / she will not get any voucher.
- d. All voucher(s) will be issued by RG&CC.
- e. Vouchers are valid for 1 (one) month, non-transferable and non-refundable.
- f. When the voucher is issued, the golfer must pay the applicable caddy fee and cart fee only.

10.2 Heat

10.2.1 Weather conditions in Multan are generally extremely hot throughout the period of May-October, while cold conditions prevail in December-February. Members and members/guests/visitors are expected to make a self-assessment of their own personal health condition prior to play.

10.2.2 Management highly recommends the following practice when playing in most conditions irrespective of temperature:

- a. Wear a hat and UV protected sunglasses.
- b. Apply sunscreen regularly.
- c. Regular hydration, free from alcohol.
- d. If players choose to play on hot days (including over 34 degrees), then they do so at their own risk and the Club accepts no responsibility, however Management will recommend that players keep well hydrated.

10.3 Lightning/Heavy rain/Dust Storm

10.3.1 Play may be suspended due to heavy rain and lightning at the discretion of the Golf Operations and or Golf Course Superintendent or their representatives should they believe there is a danger to players from Lightning or when lightning is in the area of the Golf Course and surrounds. Suspension of play will be two blasts of the air horn / long hooter sound and/or through a verbal message relayed throughout the Golf Course by Golf Operations and or Golf Course Superintendent or their representatives.

10.3.2 Should play be suspended players should quickly drive the golf cart and carefully make their way back to the safety of the Clubhouse or Golf Course rest areas. Players are not allowed to remain on the Golf Course under any circumstances.

10.3.3 Players must not, under any circumstances, use radios or phones during a lightning storm, unless in emergency circumstances.

10.3.4 Play will not commence until the Golf Operations and/or Golf Course Superintendent reopen the Golf Course for resumption of play.

Section 11: PRACTICE FACILITY RULES

- 11.1 The golf Operations, or designee, will open the practice facility daily, subject to the condition of the practice facility.
- 11.2 The practice facility will operate each day the Club is open for play, within the hours specified by the Club or designee.
- 11.3 All golfers wishing to use the practice facilities must register at the Driving Range.
- 11.4 Only range balls provided by the Club are permitted on the practice facility with the exception of the putting greens prosomal balls may be used.
- 11.5 Players must not walk forward of the tee markers for any reason.
- 11.6 Practice must be from the designated markers only and is at the discretion of the Golf Operations.
- 11.7 Golf balls designated by the Club, as practice range golf balls are not permitted on the Golf Course under any circumstances.
- 11.8 The Club practice balls are not to be taken from the practice facility under any circumstances.
- 11.9 Children and Junior Members 7 (Seven) years of age or younger are not permitted to use the practice facility.
- 11.10 The supervising adult will take full responsibility for the behavior of any children whilst utilizing the practice facility. Neither the Club nor Management will accept responsibility for any personal injury caused to a child or by a child whilst under the supervision of an adult.
- 11.11 The Secretary or designee on behalf of the Club may prohibit a child from using the facility should the child be behaving in an inappropriate manner putting themselves or other patrons at risk.

Section 12: MISCELLANEOUS

12.1 Personal Property

Members are reminded not to leave golf bags or personal belongings unattended on Club property. The Club will not be held responsible for damaged, lost or stolen property. Bag storage is available for members only, the fee as set out in the fee schedule is payable upon request.

12.2 Use of Golf Course for NON-Golf Purposes

12.2.1 The Golf Course is private property, and its sole purpose is for use by golfers with a reserved tee time. The use of the Golf Course for other activities (walking, running, cycling, walking dogs) is strictly prohibited.

12.2.2 The RG&CC reserve the right and at its discretion to hold 'NON-Golf Event's' within the Club House or within the Golf Course.

12.3 Competitions

12.3.1 The Club organizes a variety of social and competitive golf events to cater for the range of golfing skills of Members.

12.3.2 Full details of competitions and events will be featured in the Members Newsletter, on the Member's Notice Board or on the website.

12.3.3 The RG&CC reserve the right and at its discretion to Hold 'Corporate Golf Event's' that may or may not restrict tee Members Tee times.

12.4 Course Maintenance.

The Secretary reserves the right to close the course for maintenance as follows at his discretion.

12.5 Equipment's

Hire equipment is available through the Golf Shop.

12.6 Children

Children (under 14 years old) not participating in golf and accompanying a playing adult on the Golf Course must adhere to the following rules:

12.6.1 Parental Guidance is required at all times.

12.6.2 Children must be seated in the Golf cart when in motion.

12.6.3 Children must not drive or operate a golf cart.

12.6.4 Children are not to enter bunkers at any time.

12.6.5 Parents with accompanying children are responsible for ensuring that the pace of play is not deviated from due to the presence of children.

12.6.6 Children must remain in close proximity of the Golf Cart/players, no further than 10 meters.

12.6.7 Children must have a basic understanding of Golf etiquette.

12.6.8 Children under the age of 7 (seven) are prohibited from riding in golf carts unless a non-playing adult is in attendance to always supervise.

12.6.9 Any deviation to the guidelines as stated will result in disciplinary action to the supervising parent.

12.7 Inconsistency with Previous Club Documents

12.7.1 In the event of any inconsistency between previous Club documents, and not limited to membership terms and conditions, Club policy, Bye Laws, Rules and Regulations or general guidelines of RG&CC, these Bye Laws, Rules and Regulations prevail.

12.7.2 These Rules may be changed by the RG&CC at any time. The Secretary will notify Members of the changes by displaying the new Rules on the Club Facilities notice board.

12.8 Reciprocal or Additional Club Arrangement

12.8.1 The Club may enter into reciprocal or affiliation arrangements with any other Club/s from time to time after approval of Executive Committee, such terms and conditions as RG&CC may deem appropriate.

12.8.2 The Club has Affiliation rights with a number of Clubs, for the full list of participating Clubs see the RG&CC website for details and booking procedures.

12.9 Member Conduct Definition

12.9.1 All members shall treat each other, member of staff and all other people with dignity and respect. Members shall behave according to the Rules of Golf and of the RG&CC and shall avoid conduct that demeans, harasses, or threatens any persons, be it another member, a guest or staff.

12.9.2 The principle would prohibit any member from physically or verbally abusing another person; from using profane language or vulgar gestures; from demeaning or belittling another person or making derogatory comments about his/her race, religion, age, physical challenge, national origin, or sexual orientation and intended, or so reckless as to be libels to cause harm to another.

12.9.3 All members shall be aware of, understand, and comply fully with the requirements to which they are subject, including the principles of this statement, the Bye Laws, Rules and Regulations of RG&CC.

Note:

1. More Bylaws about various Club Sports & recreational facilities will be added or issued separate at the time when Club House is fully operational.
2. **Management committee has the authority to take appropriate measures/ decisions in case of violation of any of the above mentioned by laws by members/ member's family**