

# THE YALE CLUB NEW YORK CITY

## HOUSE RULES

*The Club's House Rules are designed to create an atmosphere of decorum and civility. The Yale Club of New York City strives to provide a haven where Members can relax and socialize. While the House Rules provide some clear policies, all Members are also asked to exercise good judgment, tact, and etiquette at all times while using and interacting with the Club.*

### **I. Hours of Operation**

Hours of operation are established in accordance with policies determined by Club management in consultation with Governance. Members will be issued identification cards and are expected to display them when entering the House or upon request. Upon resignation or termination of membership, your membership card will be deactivated.

### **II. Outside Food & Beverage**

Neither food nor beverage may be brought into the House for consumption in a public area or the locker rooms.

### **III. Smoking**

Smoking, including electronic cigarettes, is prohibited throughout the Clubhouse.

### **IV. Dress Code**

The House Committee requests that all Members and guests observe the following dress requirements. Club employees have been instructed to call attention to violations and to request that the Member conform to the rules. Members who refuse to remedy a violation may be escorted from the House and referred to the House Committee for disciplinary action.

**Business attire or business casual dress, as defined below, is required in all public spaces, except for the athletic facilities. At all times, appropriate dress should be observed.**

**Business casual dress includes:** collared shirts, blouses, turtlenecks, sweaters, dress slacks, khakis, corduroy pants, skirts, dresses, and denim jeans in good repair (no holes, rips or tears).

**Shorts:** permitted within the Clubhouse from Memorial Day to Labor Day, provided they are not made of denim, or athletic in nature. Athletic shorts are only permitted in the athletic facilities.

**Non-athletic shoe wear:** non-athletic shoe wear that has a "sneaker-like" sole is permitted throughout the entire Clubhouse. Shoes must be clean and in good repair. Shoes worn for orthopedic purposes are permitted throughout the Clubhouse.

**Not permitted are:** T-shirts, tank or midriff tops, casual sandals (such as flip flops, slip-ons, or plastic sandals), white sneakers, high tops or finger toes, capri or cargo pants, athletic wear of any kind (including shorts, sweat pants, leggings, caps, jerseys, and hoodies), and torn or revealing clothing.

Children under the age of 12 are exempted from items listed as not permitted, though ripped or torn clothing remains a violation. Parents are encouraged to make every attempt to dress their children in accordance with this policy.

#### **V. Luggage/Coat Check**

Overcoats, shopping parcels, and suitcases must be checked upon entry unless being taken directly to a Guest Room. These items are not permitted to be taken to any other area within the Club.

#### **VI. Conducting Business**

The Club is a social organization and, as such, discourages the conduct of business that would be disruptive to other Members. Members should refrain from the display of documents and materials and from gathering more than 10 individuals (See Rule XXI). The exception to this rule is the Grill Room, where business meetings and the use of cell phones and laptops is permitted except during meal periods.

#### **VII. Electronic Devices**

To ensure the enjoyment of the Club by all, the use of electronic devices in the House should conform to the following:

<b>Device</b>	<b>Use</b>	<b>Time and Place</b>
Tablets including eReaders such as Kindle	Reading, answering email, surfing internet	Any time, any room (except locker room)
Phones (ringers must be set to 'silent' mode)	Reading, answering email, surfing internet	Any time, any room (except locker room)
	Voice conversations	Lobby, stairwell, phone booths, Guest Rooms, Grill Room with the exception of meal service
Laptops/ Netbooks	Document work, surfing net, reading e-books	Library and Guest Rooms at any time, Grill Room with the exception of meal service.
Audio devices with headphones or ear buds	Listening to music	Library, gym, and Guest Rooms at any time, Grill Room with the exception of meal service (volume must not disrupt others)
Cameras/Smart Phones	Pictures, videos	Refer to photography rule

*Last Updated: April 6, 2023*

## **VIII. Photography**

**Professional Photography:** Members and their guests attending a special event, program, class, or any other Club activity may become subject to photography and/or video by Yale Club staff or hired professionals. Images of Members and guests are used throughout Club communications and marketing without prior written consent. Members and guests who do not wish to be photographed should inform our photographers of their preference.

**Public Spaces:** Members and their guests may take photographs and/or videos of their party at the Club, in public areas of the Club and at Club events. The use of cameras or smartphones shall be discreet, with no flash. At all times, Members and guests shall be respectful of other Members' physical and personal space, and not interfere with their enjoyment of the Club. Prior to posting, online or in social media, a photograph and/or video that was taken within the Club, Members are responsible for receiving express permission from all individuals shown. Should any person who appears in that photograph and/or video complain, Club management reserves the right to ask you to remove the post.

**Business Use:** Members may not take photographs and/or videos in the Club to promote your outside business or the business, products, or service related to any third party.

**Gym, Locker Rooms, and Other Private Areas:** Members and their guests are strictly prohibited from taking photographs and/or videos in the gym facility, locker rooms or other private spaces, such as the pool area, and steam or sauna rooms.

## **IX. Media/Communications**

No Member or guest may use any Club stationery or issue any communication bearing the name or identity of the Club for business purposes, publication or release to the news media.

## **X. Guest Rooms**

The renting of Guest Rooms is regulated by the House Committee. Guest Rooms will be rented only to Members, to guests properly introduced, and to those with signing privileges. Check-in time is 3:00 pm. Upon arrival, a Member or guest renting a Guest Room must confirm with the Front Desk the planned period of occupancy set at the time of reservation. All rooms must be vacated by noon on the date of departure or the occupant will be charged for an extra night's rental. Under no circumstances may a reciprocal club member (a Yale Club guest) act as a guest sponsor for renting rooms. Room reservations must be cancelled by 3:00 pm on the day prior to arrival to avoid a one-night room charge.

## **XI. Club Property**

Newspapers, magazines, and books belonging to the Club may not be marked or otherwise defaced; nor may they be taken from any room in the House. Books may be taken from the Library to other rooms in the House, or may be taken from the House premises if a proper receipt is signed under rules posted in the office of the Librarian. Late return of books is subject to a charge as set by the Library and Arts Committee.

## **XII. Children**

Persons under the age of 21 years are permitted in the House with proper attire and constant adult supervision. Persons 16 years – 21 years may use the athletic facilities during the facilities' operating hours without adult accompaniment. Children under the age of 16 years must be accompanied by an adult when using the Club's athletic facilities.

### **XIII. Guests**

A Member may entertain guests in the House in accordance with the following rules:

1. A guest who is not accompanied by a Member will not be admitted to the House unless such Member has made a prior arrangement with the Club, in writing, in person or by telephone. Guests may wait for Members in the Lobby.
2. A person may, on introduction by a Member, for a fee, be granted a guest card extending the privileges of the Club for a period of two consecutive weeks once every three months.
3. Members are responsible for the conduct of guests they sponsor, for informing their guests of the House Rules, including the dress code, and for all debts incurred by their guests.
4. The House Committee may admit, by vote, persons of distinction to the privileges of the Club for a period not exceeding thirty days.
5. The House Committee may at any time withdraw a guest's privileges to use the House.
6. Under no circumstances may a reciprocal club member sponsor a guest to receive a guest pass or book a room at the Club.

### **XIV. Pets**

Except for service animals such as seeing-eye dogs with proper documentation, pets are not permitted in the House.

### **XV. Offering Feedback**

Requests, suggestions, and complaints in regard to the Club should be in writing, signed and addressed to the Chair of the House Committee. Matters requiring immediate attention may be taken up with the General Manager of the Club or the Manager on Duty.

Members may also contact [housecommittee@yaleclubnyc.org](mailto:housecommittee@yaleclubnyc.org) with any feedback.

### **XVI. Employees of the Club**

Employees may not be sent out of the House on private business. No gratuity of any kind may be given to an employee by any Member or guest.

Should Club employees have any employment-related questions, issues, or concerns relating to the Club or its management, they have been instructed to present such questions, issues, or concerns to their direct supervisor, the HR department, the Club's General Manager, or their union, as applicable. Club Members shall refrain from discussing employment-related questions, issues, or concerns with employees, even if an employee initiates such engagement. Any such dealings will be deemed detrimental to the Club.

### **XVII. House Charges**

Cash payments for Club services are not permitted. All charges must be made to a valid account with proper signature and the correct account number. Upon request, guests of Members may settle their accounts by credit card. All reciprocal club members are required to settle their accounts by credit card.

### **XVIII. Member Statements**

As soon as practicable after the first day of each month, a statement of account will be sent to each Member showing the amount due the Club. This amount is payable upon receipt. Late payment of a bill beyond thirty days is subject to a charge determined the Finance Committee.

Should an amount remain unpaid for 60 days or more, membership or guest privileges are suspended. The maximum amount of credit extended to Members and guests will be determined by the Treasurer.

#### **XIX. Spouse/Domestic Partner Signing Privileges**

No Member may authorize the use of the Member's account number by any other person under any circumstances. A Member may request annual authorization for signing privileges for his or her spouse/domestic partner. The charge for signing privileges will be established by the House Committee. A spouse/domestic partner having signing privileges will be issued his or her own membership number and card and will receive separate statements. The Member will be responsible for the payment of all charges by the spouse/domestic partner to whom signing privileges have been authorized. In the event a Member's credit or use of the House is suspended, all privileges of the spouse/domestic partner are automatically suspended.

#### **XX. Management**

The General Manager or his/her designate has the authority to maintain order in all parts of the House.

#### **XXI. Personal Property**

Members and guests are responsible for their own property in the Club. The Club will exercise diligence in protecting the property of Members and guests in the House, but will not be responsible for any damage to or loss of such property.

#### **XXII. Rules Enforcement**

The House Committee may exclude a Member or guest from the House for inappropriate or unbecoming conduct, including disorderly conduct, until the Council takes action.

Members who violate the House Rules, or sponsor guests who commit violations, will be subject to disciplinary action by the House Committee, up to and including expulsion of the Member.

Excluded or suspended Members or guests will not be permitted to enter the House under any circumstances, and any attempt to enter will result in permanent loss of membership or guest privileges.

#### **XXIII. Alcohol**

Policies of The Yale Club that govern the service of alcoholic beverages are consistent with state and local statutes and are not intended to be read as inconsistent with those statutes.

The service of alcohol to anyone underage is strictly prohibited. Persons who are unable to verify their age may also be denied service.

No alcoholic beverages purchased from the Club may be taken off the premises. Alcohol of any kind may be barred from certain areas of the Clubhouse at the discretion of the Council or General Manager. Alcoholic beverages will not be served on the 6<sup>th</sup> Floor, except during certain Club sanctioned events. Members may not bring alcohol to the 6<sup>th</sup> Floor, nor the sauna or steam rooms, from other areas of the Club. All glassware, regardless of whether it contains alcohol, is prohibited in the pool area.

Instances of overt intoxication on the Club premises will be reported to the House Committee for appropriate disciplinary action. Club employees may, at their discretion, refuse to serve alcoholic beverages to any person who appears to be intoxicated or on the verge of becoming intoxicated. Members shall not reprimand or abuse staff under circumstances in which staff have exercised their judgment to stop a Member from further consuming alcohol. It is the Club's policy that all employees be trained to detect evidence of intoxication in Members or guests and to refrain from serving intoxicated persons. Members should not attempt to leave the Club and operate a motor vehicle while under the influence of alcohol. No assistance will be offered any Members or guests to enable them to operate a motor vehicle while under the influence of alcohol. The Club manager or the responsible employee may, at their discretion, notify the appropriate authorities if a Member or guest insists on leaving the Club while under the influence of alcohol and with the apparent intent of operating a motor vehicle. Club employees are instructed to assist Members and guests in finding a driver or a taxi as an alternative to operating a motor vehicle while under the influence of alcohol.