



SINGAPORE
POLO CLUB

BYE – LAWS

(Revised 30 April 2018)

SINGAPORE POLO CLUB BYE-LAWS

1. Definitions	6
2. Bye-laws	6
3. Opening Hours	6
4. Sale of Alcoholic Drinks	7
5. Bicycles, Skateboards, In-line Skates, Football, etc	7
6. Dogs	8
7. Notices	8
8. Mobile Telephones	8
9. Guests	8
10. Spouse & Children	9
11. Disturbance & Distress to Others	9
12. Newspapers, Magazines & Periodicals	9
13. Lockers	9
14. Car Park Labels and Car Parks	9
15. Changing Rooms	10
16. Sauna & Steam	10
17. Pool Towels	10
18. Swimming & Wading Pools and Surrounding Area	11
19. The Gym	11
20. Tennis & Squash	12
21. Aerobics Room	13
22. Jackpot Room	13
23. Removal / Damage / Loss of Club Property	14

24. Loss of Members' & Guests' Property	14
25. Suggestions and Complaints	14
26. Dining and Drinking	14
27. Domestic Helpers	14
28. Membership Cards	14
29. Loss & Replacement of Membership Cards & Parking Labels	15
30. Clubhouse Verandah & Stables	15
B. CLUB STAFF	15
1. Discipline and Complaints	15
2. Tipping of Staff	16
C. GENERAL	16
1. Correspondence	16
2. Children	16
3. Saddlery and Equipment	17
4. Security	17
5. Club Crest and Ties	17
D. HORSES AND RIDING	17
1. Introduction	17
2. Care of Horses and Veterinary Treatment	17
3. Categories of Horses	18
4. Livery for Polo Ponies and Conditions for Eligibility for Subsidy	19
5. Riding Section	21
6. Riding Section, Livery Section	23
7. Ownership	24

8. Stable Allocation	24
9. General Provisions Applicable to Polo and Riding Section Horses	28
10. Termination	29
11. Liability and Indemnity	30
12. Members Prohibited from Offering or Providing Paid Service	30
13. Horse Access to SPC	30
14. Children Taking Polo Lessons	31
15. Polo Field Sand Track Safety	31
E. MEMBERSHIP	32
1. Accounts	32
2. Knowledge of the Constitution	33
3. Entrance Fees and Subscriptions	33
4. Grounds and Buildings	33
5. Membership Procedure	33
6. Riding - Authority	34
7. Riding - Safety	34
8. Riding - Syces	35
9. Riding by Members and Guests	35
10. Guests - Introduction Procedure	36
F. POLO	36
1. Riding and Working Hours for Syces in the Polo Section	36
2. Ramadan (Puasa)	36
3. Syces' Off Days	36

G.	POLO TESTS AND CLUB CUPS	37
1.	Introduction	37
2.	Conditions for Club Cups	37
3.	Dress for Polo	42
4.	General	42
5.	Ground Rules	43
6.	Inter-Club and International Tournaments	44
7.	Outstation Costs	44
8.	Selection for Tournament and Chukkas	45
9.	Signing Up	45
10.	Treading-in	45
11.	Opening of the Ground on Polo Days	45
H.	SUB-COMMITTEES	46
1.	Introduction	46
2.	Polo Sub-Committee	46
3.	Ground & Facilities Sub-Committee (including NEP's Operation and Maintenance)	47
4.	Finance, Administration & Governance Sub-Committee	47
5.	Riding Sub-Committee	48
6.	Gaming Sub-Committee (new)	50
7.	Sports & Social Events (new)	50
8.	Ad Hoc Sub-Committee	51

CLUB

1. Definitions

- i) "Club" shall mean the Singapore Polo Club.
- ii) "Club Premises" shall mean No. 80, Mount Pleasant Road, Singapore 298334 and any other premises leased or licensed to the Club.
- iii) "Committee" shall mean the Committee of the Club.
- iv) "Member" shall include Honorary Members, Honorary Life Members, Charter Member, Charter Polo Playing Member, Family Member, Term Member, Clubhouse Member, Regular Individual Member, Expatriate Member, Regular Corporate Member, and Charter Corporate Member.
- v) "Manager" shall mean such a General Manager or Management Company or Officer or person, contracted by the Committee to manage the Club from time to time.

2. Bye-laws

- i) The Committee may, at any time and at their discretion add, vary, suspend, amend or revoke any of the bye-laws.
- ii) All bye-laws shall be binding on each member.
- iii) All members shall comply with all rules, regulations and policies as are laid out in such notices displayed at the Club Premises.

3. Opening Hours

The Club shall be open on all days of the week except any day designated as a Rest Day. Unless otherwise advised to members by the Committee, the opening hours shall be

— The Polo Bar and The Verandah

- 8.00 am – 11.00 pm

— The Mountbatten Room

- 8.00 am – 11.00 pm

— Squash Court

- 7.00 am – 10.00 pm

— Tennis Courts

- 7.00 am – 10.00 pm

— Swimming Pool

- 7.00 am – 9.00 pm

- Gaming
 - 11.00 am – 11.00 pm

- Gymnasium
 - Mon to Fri 7:00 am to 9:00 pm
 - Sat, Sun & Public Holidays 8:00 am to 8:00 pm

- Riding Arena and Trails
 - 7.00 am – 7.00 pm

- The Polo Loft
 - Tue to Sun 11.00 am to 6.00 pm
 - Mon & Public Holidays Closed

- Spa
 - 10:00 am to 9:00 pm

- Reception
 - Sun to Thu 7.30 am – 9.30 pm
 - Fri & Sat 7.30 am – 10.00 pm

4. Sale of Alcoholic Drinks

Bar Chits are available at the bar for the purchase of drinks and other items from the bar. All members shall sign such bar chit for their purchases and write his account number clearly in the space provided. It is the responsibility of members to ensure that they sign for their purchases.

Children under the age of 18 years will not be served alcoholic drinks and shall not sit or stand at the bar after 6:00 pm.

5. Bicycles, Skateboards, In-line Skates, Football, etc

Bicycles, skateboards, roller skates and the like must not be ridden on the Clubhouse Premises, unless prior permission of the Committee has been obtained.

Football and other games may not be played in the Club Premises except on authorised pitches and with permission from the Committee as conveyed by the General Manager.

6. Dogs

- i) All dogs which are brought onto Club Premises must be kept under control. They must be kept on a lead when riding and Polo are taking place and in the vicinity of horses and in the stable area, and are not, in any circumstances, allowed inside the Clubhouse. The Committee may bar specified dogs from the Club Premises.
- ii) Dogs are strictly not permitted within the riding arenas.

7. Notices

No notice may be posted anywhere on the Club's premises without the prior permission from the Committee as conveyed by the Manager.

8. Mobile Telephones

- i) Members and their Guests must observe the restrictions laid down by the Committee on the use of mobile telephones in the Clubhouse.
- ii) Mobile phones shall be switched to a silent mode while in the Bar, adjacent Verandah and Lord Mountbatten Room.

9. Guests

- i) The names of the members' Guests and such particulars as are required by the Committee must be entered in the Guest Book at the reception desk. Members are responsible for the behaviour of their Guests at the Club and their compliance with the Club's Rules and Bye-laws.
- ii) Members may invite such number of Guests as allowed under the Bye-laws to the Club. Members must accompany their Guests at all times and shall be responsible for their behaviour and conduct while on the Club's premises. Guest must be signed in by the member when utilising facilities at the Club.
- iii) A Guest Fee set at the discretion of the Committee will be charged for the use of facilities such as Gym, Squash, Tennis, Aerobics, Swimming Pool and riding and polo facilities, and may vary according to which facilities are used. The Guest Fee does not include charges for consumption of food and beverages.
- iv) A Guest Fee will not be imposed at the Bar, Restaurant or the Lord Mountbatten Room.
- v) The member shall be responsible for any damage caused by their Guest and the member shall indemnify and keep the Club fully indemnified against any claims proceedings, losses, injuries or costs against or suffered by the Club arising from any actions whatsoever of the Guest whether directly or indirectly.
- vi) Guests may be asked to leave the Club's premises by any member of the Committee or the Manager if their behaviour or conduct causes annoyance to other members.

10. Spouse & Children

- i) A member's spouse and children who are not Family Members are included in the term "Guest".
- ii) Children below 12 years of age will not be charged with a Guest Fee.

11. Disturbance & Distress to Others

- i) Members' Guests shall at all times conduct themselves with decorum and observe courtesy and rules of etiquette while on the Club Premises.
- ii) Any member or member's Guest, who causes distress or disturbance to others anywhere on the Club's Premises and/or facilities, will at the discretion of the Committee be asked to leave the Club's premises and/or be subject to disciplinary action accordingly.

12. Newspapers, Magazines & Periodicals

- i) No newspapers, magazines, periodicals or books that are the property of the Club may be removed from the Club's Premises save for the Club's in-house magazine and promotional brochures which may be removed from the Club for the reading pleasure of members and their Guests.
- ii) Members and their Guests are requested to return the newspapers, magazines, periodicals or books to their proper places after reading.

13. Lockers

- i) A limited number of lockers are available on a first-come-first-serve basis at the Club's Changing Rooms at a charge per month or such other cost as the Committee may decide from time to time.
- ii) The Club and the Committee will not be responsible for the loss or damage of members' and their Guests' personal articles which have been placed into the lockers.
- iii) The members shall be required to pay for any damages to the locker and for the loss of the locker key to which they have been assigned.
- iv) Members shall place their belongings and other effects in the locker at their sole risk
- v) Members are advised against placing any valuables in the lockers.

14. Car Park Labels and Car Parks

- i) Each married member or nominee of a Charter Corporate Member is entitled to two, and each single member or nominee of a Regular Corporate Member is entitled to one free car park label(s) for car(s) owned or used regularly by him or a member of his family.
- ii) A member or nominee of a Corporate Member may apply for an additional car park label and shall furnish with the application such refundable deposit, evidence of ownership and reasons as the Committee may require.

- iii) Members are responsible for the car park labels issued to them. These labels must be returned to the Club when they dispose of their car(s) or when they cease to be members of the Club.
- iv) Members shall display the car park labels on the front windscreen of their cars and shall park their cars properly in designated lots or as directed by any Club employee or security personnel.
- v) Disciplinary action may be taken against members parking in reserved lots or in an irresponsible manner or in such a manner as to obstruct traffic or in any manner contrary to these Bye-laws.
- vi) Car park attendants/security personnel shall have the power to direct the parking and movement of all vehicles in the car parks.
- vii) Marked parking lots may be reserved or designated for Club officials. Members driving their own cars must park in accordance with the directions given on displayed notices and in the parking lots designated for members. All cars must be driven very slowly indeed in the area of the Clubhouse and stables and in the vicinity of horses. Members' cars must display the Club's current car decal/labels when parking in members' parking lots.

15. Changing Rooms

Members and their Guests are to utilize the Changing Rooms for changing into and out of their sports or swimming attire.

16. Sauna & Steam

- i) The sauna and steam facilities are for the use of members and up to 3 Guests. This facility is separate from the Spa.
- ii) The Club and its Committee accepts no responsibility for any accidents to any user of these facilities under any circumstances whatsoever.
- iii) Users who have medical or health problems and pregnant women are strongly advised to consult their doctors prior to their participation in these facilities.
- iv) Children below 3 years of age may not use these facilities.
- v) All users must shower before entering these facilities.
- vi) No user with skin infection or open wound will be permitted to use these facilities.
- vii) No smoking or consumption of food and beverage is allowed within these facilities.
- viii) All users should be properly attired in a manner that is non-offensive to other users (i.e. swimming attire).

17. Pool Towels

- i) Only the Club's towels may be used around the pool premises.
- ii) Each member is entitled to the complimentary use of one towel.
- iii) Extra towels will be charged at a fee determined by the Committee excluding GST per towel.

- iv) Each member's Guest will be entitled to one towel upon payment of the Guest Fee.
- v) A fee determined by the Committee excluding GST will be imposed for the loss or non-return of each towel.

18. Swimming & Wading Pools and Surrounding Area

- i) All users must shower before entering the pools.
- ii) No user with skin infection, open wounds or health problems which will pose a hazard to other users or themselves will be permitted to enter the pools.
- iii) No smoking or consumption of food and beverage is allowed within the pools.
- iv) To prevent contamination of the pools, only inflatable ring floats, inflatable arm floats and swimming training aids approved by the Committee will be allowed inside the pool.
- v) Users are requested to remove all forms of lotions and oils before entering the pool.
- vi) Footwear is not allowed beyond the drainage channel around the perimeter of the pool.
- vii) Coaching and other swimming recreational activities can only be conducted by the Club and by coaches approved by the Club.
- viii) The Club shall not be responsible or held liable in any way whatsoever for:-
 - a) any accident, injuries or fatality to any member, their children, spouse, family, Guests or their Guests' children.
 - b) for any loss of or damage to any personal belongings or any other effects left in the Club.
- ix) Members are advised, for their own safety, to leave the Swimming Pool during thunderstorms and shall do so if requested by any member of the Committee or the Manager.
- x) Members introducing Guests must enter the names of their Guests and such other particulars as may be required from time to time into a Guest Book provided for the purpose before using the Swimming Pool. The Guest Fee payable shall be determined by the Committee from time to time.
- xi) Members who fail to register their Guest(s) before their Guests(s) use the facilities of the Swimming Pool shall be double-charged.
- xii) A member who fails to register his/her Guests(s) more than three times within a 90-day period may be subjected to disciplinary action.

19. The Gym

- i) The Gym is for the use of members and their Guests Only.
- ii) Member's Guest will be charged with a Guest Fee as may be determined by the Committee from time to time.
- iii) Appropriate sporting attire and shoes must be worn.

- iv) Members are required to handle the equipment with care.
- v) The Club and the Committee will not be held responsible for any injury and illness caused by the use of the facilities/services under any circumstances whatsoever.
- vi) Before using The Gym, members should consult their gym instructors as to the proper usage of the equipment and to undergo a mandatory fitness assessment to ensure that they are well versed in the specific limitations they may have.
- vii) Members who have medical or health problems and pregnant members are strongly advised to consult their doctors prior to their participation in the Gym.
- viii) Coaching can only be conducted by the Club's appointed coaches or trainers.
- ix) No smoking in the Gym.
- x) No food and beverage may be brought into or consumed in the Gym.
- xi) The Club and the Committee shall not be responsible to any members and Guest using the Gym whether for any injuries or illness whatsoever or loss or damage to their property in any circumstances whatsoever,
- xii) Before using the Gym, all members and Guest shall agree to the terms and sign a letter of Indemnity, a copy of which is available at the reception desk at the Gym.

20. Tennis & Squash

- i) Reservation must be made by a member and may be made not more than seven (7) days before the date of play. Each reservation shall not exceed two (2) hours.
- ii) Reservations are on a first-come-first serve basis.
- iii) An hourly rate as may be determined by the Committee from time to time is chargeable.
- iv) Members' Guests will be charged with a Guest Fee at a rate as may be determined by the Committee from time to time.
- v) Children below 12 years of age must be accompanied by an adult.
- vi) Coaching and lessons may only be conducted by the Club's appointed coaches.
- vii) Appropriate sporting attire and non-marking shoes must be worn.
- viii) Rackets and balls are to be provided by the member.
- ix) Food and beverage may not be consumed in the courts.
- x) No smoking in the court.
- xi) Reservations may be made via telephone or personally at the Reception Counter on such days or such period as the Committee shall in their discretion, stipulate.
- xii) The charges are payable at the time of booking and not refundable.
- xiii) Any cancellation of the reservation must be notified to the Club at least 24 hours before the reserved time of play, failing which the full charges shall be applicable. A court which is not taken up 15 minutes after the reserved

- time will be deemed to have been cancelled without notice and the Club shall have the liberty to release the court for play to other members.
- xiv) The Committee may at any time by notification on the Club's notice board, reserve all or any of the courts for the purpose of holding tournaments, inter-club matched or other Club functions.
 - xv) Members will be liable for any damage caused by them or their Guests to the courts and property adjoining or around the courts.
 - xvi) Players play on the Club's courts at their own risk and the Club and the Committee shall not be responsible or liable for any injury, damage or loss howsoever suffered or caused at the Club's premises.
 - xvii) The Committee reserves the rights to vary the procedures and arrangements herein or for making reservations of the courts as they may deem necessary for the member's benefit and enjoyment of the game.

21. Aerobics Room

- i) Appropriate aerobics/dance attire and shoes must be worn.
- ii) The Club and the Committee will not be held responsible for any injury and illness caused by the use of the facilities/services under any circumstances whatsoever.
- iii) Members who have a medical or health problem will not be allowed to utilize the facilities/services unless they can demonstrate that their participation will not result in potential harm to themselves and other participants.
- iv) Members who are unsure of their medical condition with regard to participation in the Club's aerobics/dance programmes, should consult their own doctor before participating in any programme.
- v) Classes may only be conducted by the Club.
- vi) No smoking in the Aerobics Room.
- vii) No food and beverage may be brought into or consumed in the aerobics/dance studio.

22. Jackpot Room

- i) Introduction
The Constitution of the Club permits the Club to install and allow members to use fruit machines under strict conditions.
- ii) Persons allowed to use the games room
Only Patrons and members who are aged 21 and above are allowed to enter and use the fruit machines provided in the games room.
- iii) Location of fruit machines
Fruit machines can only be located or operated in the games room as specified by the Committee and as approved by the relevant authorities.
- iv) No person below the age of 18 years is allowed to play the Jackpot machines.
- v) Reservations for specific jackpot machines are not allowed.

23. Removal / Damage / Loss of Club Property

- i) Members and their Guests are required to respect Club property and the Club's environment. No property, flowers, shrubs or plants may be removed from the Club's premises except with the expressed permission of the Committee.
- ii) Members and their Guests found removing or damaging Club property will be dealt with at the discretion of the Committee and will be required to make good the costs for such damages/losses.

24. Loss of Members' & Guests' Property

- i) The Club and the Committee shall not be responsible for the loss of members' and their Guests' personal articles which have been brought into the Club's Premises by members and/or their Guests.

25. Suggestions and Complaints

Members should direct their suggestions and complaints in writing addressed to the Honorary Secretary.

26. Dining and Drinking

Members may not bring their own food and drinks to the Club without specific permission from the Committee which will only be granted in exceptional circumstances.

27. Domestic Helpers

- i) Domestic helpers shall be appropriately attired at all times and may only be brought into the Club under the Rules and Bye-laws covering Guests.
- ii) Domestic helpers may not be brought into the Lord Mountbatten Room nor the Bar and adjacent Verandah.
- iii) The member or Guest is responsible for the welfare and behaviour of his/her domestic helper when on the Club's Premises.
- iv) Domestic helpers are not allowed to use the pool while supervising children or to loiter around the Club's Premises without being accompanied by the member or their respective families.

28. Membership Cards

- i) The Committee may issue Membership cards or other Membership documents from time to time by which members may be identified.
- ii) Membership cards must be produced at any time when requested by the Club's employees or security guards or any Member of Committee or the Manager and for the use of any of the Club's facilities, or for security reasons.

- iii) Members who are unable to produce their membership cards may be refused entry into the Club and the use of any facility.
- iv) Membership cards are not transferable.
- v) Membership cards must be returned to the Club upon termination or transfer of membership.

29. Loss & Replacement of Membership Cards & Parking Labels

- i) A lost card must be reported personally or in writing to the Membership Department of the Club within 24 hours of the loss.
- ii) A lost car park label must be reported personally or in writing to the Club within 24 hours of the loss.
- iii) A fee determined by the Committee from time to time excluding GST will be imposed for the replacement of a Membership Card or car park label.

30. Clubhouse Verandah & Stables

The following forms of dressing/ attire will not be allowed at the Clubhouse Verandah and Stables:

- i) Swim-wear and wet attire

B. CLUB STAFF

1. Discipline and Complaints

The employment, dismissal and allocation of duties for all Club employees are solely at the discretion of the Committee.

Members are, in no circumstances, permitted to reprimand Club servants, or to give them any instructions beyond normal requests concerning hospitality services and services concerning horses owned or leased or ridden by the member.

The staff of the Club has no power whatever to deviate from the Club's Constitution, Bye-laws, and Standard Procedure Instructions. Members must, in no circumstances, request them to do so. Sole discretion lies with the Committee to whom any request or complaint must be submitted in writing to the Honorary Secretary, in accordance with the Constitution.

Queries and complaints concerning stable management should be directed in the first instance to the Honorary Secretary. Members should at all times be courteous to all staff.

2. Tipping of Staff

No member or guest shall give tips or gratuity to a Club staff without the permission of the Club's management.

C. GENERAL

1. Correspondence

All correspondence must be addressed to the Honorary Secretary of the Club. The Club shall not accept responsibility for non-delivery of notices or accounts for any reason whatsoever.

2. Children

- i) Children are welcome at the Club. The safety, welfare and behaviour of children in the Club are at all times the responsibility of their parents, guardians or the member accompanying them on the Club's Premises. Children must be accompanied by their parents, guardians or the member while visiting the stable areas and proper attire must be worn at all times. Their parents, guardians or the member accompanying them on the Club's Premises, including stable areas shall be responsible for their compliance with the Rules, Bye-laws of the Club.
- ii) Children aged 10 and below must always be accompanied by an adult, be it the parent, the guardian or the member, with the exception of children attending events organized by the Club for children.
- iii) Parents are responsible for the conduct and safety of their children. Persons under fifteen must not be on the Club premises outside normal riding hours, unless accompanied by their parents or guardians of the member. Parents must ensure that their children, if riding, know when and where they are permitted to ride.
- iv) Children under 18 years of age are strictly not allowed to consume alcohol on the Club's Premises.
- v) All children must be supervised by an adult, be it the parent, the guardian or the member at all times while at the pool or poolside. The Club and the Committee shall not be responsible for any incidents under any circumstances whatsoever.
- vi) No children below 7 years of age are allowed in The Spa, The Gym and the Steam and Sauna facilities.
- vii) No children below 21 years of age are allowed in the Jackpot Room.
- viii) Children under 12 years of age are not allowed at the Chukka Bar located on the ground level or in the vicinity that may cause a danger to the child or a horse when horses are on the track or on the polo field.

3. Saddlery and Equipment

Club saddlery and equipment shall be kept at the Club and may be used subject to such Bye-laws as the Committee shall from time to time decide.

Members may keep personal saddlery and equipment in the tack rooms provided. Such saddlery and equipment may not be left in the Clubhouse.

The Club and the Committee takes no responsibility for loss or damage to such personal belongings, saddlery and equipments.

4. Security

Members should lock their cars and not leave valuables conspicuously inside them. The Club and the Committee accepts no liability for losses or damages. No valuables should be left in the changing rooms.

5. Club Crest and Ties

The Committee shall have sole control of the use of the Club Crest, and only with the authority of the Committee may it be used on a tie, as a badge, or in any other manner.

D. HORSES AND RIDING

1. Introduction

The Club may, through the Committee, offer livery to members upon the terms and conditions set out in these Bye-laws, as they may be amended from time to time. Such terms and conditions, shall be subject to the Constitution, and in particular to Rule 41 of the Constitution.

2. Care of Horses and Veterinary Treatment

i) Care of Horses

Care of all horses owned by members and stabled on the Club's premises shall be the responsibility of the member. Livery charges will include feed, sycing, normal shoeing and basic exercise but overall responsibility of the horse rests with the owner.

If, in the opinion of the Committee, any horse is neglected or needs care and attention, it may give such instructions to remedy the matter as it thinks fit and any cost and expense involved shall be for the account of the owner or lessee of the horse.

Any member who owns or leases a horse undertakes to ride the horse with care and will ensure that it is regularly and properly exercised. Should the owner or lessee be unable to ride the horse regularly, he must make suitable alternative

arrangements and in the event that he fails to do so, the Committee may, without prejudice to any of its power herein, authorize the riding of the horse. Schooling by Club staff may be chargeable upon notice.

If a horse is neglected by its owner or lessee in that he does not ride it regularly or in any way, then the Committee may order the horse to be removed from the Club or the Committee may cancel the lease in respect of the horse.

ii) Veterinary Treatment

All veterinary fees are for the account of the owner or lessee.

In the case of any leased horse,

- a. veterinary treatment necessary for the well-being of any such horse may be authorized by the Committee in its absolute discretion but all fees, costs and expenses in connection therewith will be for the account of the lessee;
- b. no member, except in extreme cases of emergency, may administer treatment to any such horse without the permission of the Committee.

In the case of any horse owned by a member, in the event that the Club is unable to contact the owner or his authorized representative in cases of emergency, the Committee shall be entitled to authorize veterinary treatment as it may in its discretion deem necessary for the well being of the horse and all fees, costs and expenses in connection therewith will be for the account of the owner.

Members should report to the Manager or Head Mandor, immediately on returning to the stables, all cases where the horse is lame or has cuts, loose shoes or incidents of a like nature. In cases of emergency, the Club's veterinary surgeon must be called.

All veterinary treatment must be carried out by qualified veterinary surgeons approved and registered with the Club.

3. Categories of Horses

i) Club Horses

Club Horses are horses owned by the Club. The Committee shall decide the purpose for which individual Club horses may be used. These purposes shall include but not be limited to the following, without prejudice to any other purposes which the Committee may decide upon from time to time:-

- a. Polo
- b. Instructional Riding

- c. General and Equestrian Riding
- d. International Equestrian Events

The Committee may allocate and lease Club Horses to members for their personal use, subject to such charges and conditions as the Committee shall from time to time decide. Such allocation and lease shall be without prejudice to the right of the Committee to direct that the horse will be used for any purpose, on any specific occasion, while so allocated and leased.

ii) Polo Ponies

A Polo Pony is defined as a horse used to play polo regularly and belonging to or leased to a member who himself or his Family Member plays polo.

4. Livery for Polo Ponies and Conditions for Eligibility for Subsidy

The Club may, through the Committee, offer livery for Polo Ponies to Charter Members which shall be upon the terms and conditions set out in these Bye-laws.

All Polo Ponies registered in Livery at the Club, shall be privately owned or leased from the Club and must play polo in accordance with the terms and conditions of these Bye-laws.

Livery Charges for Polo Ponies shall be determined by the Committee at its absolute discretion from time to time taking into account the following guidelines:-

- a. A subsidised rate for Polo Ponies occupying allocated and/or long term or 10 year leases and meeting the other criteria set out in these Bye-laws.
- b. A subsidised rate for Polo Ponies playing polo regularly to the satisfaction of the Polo Sub-Committee and occupying stables under short term leases, renewable on a strictly annual basis, and meeting the other criteria set out in these Bye-laws.
- c. Full livery or no subsidy in all cases where a Polo pony belonging to one Charter Member is being played primarily, or to an extent deemed unacceptable by the Polo Sub-Committee, by another member.
- d. Full livery or no subsidy where a member's Polo Pony is, temporarily or otherwise, stabled in a stable allocated to another Charter Member.
- e. A reduced subsidy during spelling.

The Committee may by written notice immediately withdraw any subsidised livery for horse without giving any reason.

The Committee will determine, at intervals of three months, the livery charges for Polo Ponies and these will normally be valid for the next three months. Details of the livery charges will be advised to members within seven days from the date of the aforesaid determination. At the end of each three month period, the Polo

Sub-Committee will consider each Polo Pony on its individual merits, to determine whether or not there is justification for continuing the livery charges at the previous quarter's level. It will then make its recommendations to the Committee. Notwithstanding anything herein to the contrary, the Committee shall have the discretion to assess Polo Ponies on a monthly basis and revise the livery charges accordingly.

The Club will invoice the member for the charges in arrears on a monthly basis. A refundable deposit of one month's livery will be held by the Club.

The criteria to be used to determine charges for livery for Polo Ponies will include:-

A Polo Pony must be played by its owner for a minimum of 50% of all available chukkas played during a period of 6 months, unless special exemption is granted by the Polo Subcommittee.

A Polo Book will be maintained by the Polo Captain and serve as a record of the frequency with which Polo Ponies are used to play polo. The Polo Sub-Committee will look for a satisfactory overall level of participation over each three monthly period, and the desirable level is a minimum of 80% participation in available chukkas, whether playing polo or as an umpire's pony. Members who cannot play their horses will make them available for umpiring (unless there is a specific reason such as lameness etc for not doing so) as the Club does not have any horses set aside for this essential purpose. Where a Polo Pony is used for umpiring, this will count on exactly the same basis as if it had played. A member who, in the view of the Polo Captain, unreasonably withholds the use of his polo pony for umpiring may, as determined by the Polo Sub-Committee, stand to lose either some or all of the livery subsidies enjoyed by that polo pony.

When a Polo Pony is genuinely produced for umpiring but is not utilised, this will be marked down in the Polo Book as 'participation'. When a member puts himself down to play a specified number of chukkas on his own Polo Ponies and is not allocated the full number, the chukkas "lost" will count as participation. When any chukka or chukkas are cancelled, these will also count as participating.

The Polo Sub-Committee will also take all other relevant factors into account including the following criteria:-

- a. Any period in which the Polo Pony was lame and the cause of its lameness.
- b. Periods of illness or injury of owners and/or lessees.
- c. The absence of owners and/or lessees on business or personal trips.
- d. The background playing records of the Polo Pony and its owners and/or lessee.
- e. The level of participation of the Polo Pony and its owner or lessee in tournaments both in and outside Singapore.

- f. Any Polo Pony which plays in a Club sanctioned tournament outside Singapore or in Singapore will automatically qualify for that month.
- g. The loan of Polo Ponies to visiting players and for tournaments.
- h. The good conduct of the owner and/or lessee in following the Club's Constitution and Bye-laws.

Owners and lessees are asked to advise the Polo Captain, in writing, of any circumstances which may/have affected their ability or the ability of their Polo Ponies to play polo.

Any member dissatisfied with the rate of charges imposed for livery for Polo Ponies may appeal in writing to the Committee, through the Honorary Secretary.

Members are responsible for ensuring that their Polo Ponies when playing polo are properly groomed and have safe and proper tack in good serviceable condition. This includes a saddle, fixed martingale, bit, surcingle, bound tail, protective boots or polo bandages on all four legs and hogged mane. The Polo Captain will decide whether a pony is properly and safely tacked up and presented to play polo.

5. Riding Section

a. Designation

There shall be a section of the Club's activities known as the Riding Section.

b. Objects

- i. To promote among members a healthy interest in equestrian sports;
- ii. To improve and develop to the highest international dressage and showjumping competitive standards and the riding skills of members;
- iii. To develop the basic riding skills of those members who wish to play polo;
- iv. To encourage members to qualify for, and to excel, in national and international dressage and showjumping competitions;
- v. To enable members' families to learn to enjoy riding horses.

c. Charges and Cancellation Policy

- a) Members must inform the riding office if they are unable to ride otherwise the groom will unnecessarily prepare the horse for riding. The Club reserves the right to cancel riders' regular lessons if they do not inform the Riding Office of their absence. There is no refund if members fail to turn up for lessons or if bad weather prevents classes from taking place.
- b) Lessons can be cancelled with fourteen (14) days' notice in writing using the

stop riding form. To reserve your regular riding slot during the cancellation period, fifty percent (50%) of the lesson fee will be charged otherwise, the riding slot will be immediately made available to other riders, and there is no guarantee members will be able to have the same slot upon return. Members who fail to give fourteen (14) days' notice for any changes or cancellation of lessons will be charged in full.

- c) Forward booking of riding lessons will not be accepted without paying fifty percent (50%) of the lesson fee to reserve the riding slot until the lesson commences.
- d) Any late (less than fourteen (14) days' notice given) requests for a change of lesson time or day or rider will be deemed as 'cancellation without notice' and any substitute session will be deemed as an 'ad hoc lesson' and will be charged as such. Substitution of riders for lessons is not permitted.
- e) Medical Certificates will not be accepted to cancel lessons unless the rider is injured due to a fall off a horse at the Club, otherwise, the normal cancellation policy applies.
- f) The Club reserves the right to cancel lessons or change instructors due to competitions, availability of horses or instructors.

Members who are unable to attend any classes for any reason whatsoever shall continue to be liable for the fees. Any member objecting to being debited as above may appeal to the Committee through the Honorary Secretary in writing, and their account may accordingly be adjusted, however, in such cases, the Committee cannot guarantee the member concerned a place in the Riding Section upon his return.

d. Private Instruction

No one may give private instruction at the Club for fee or reward unless expressly agreed by the Committee. Organised classes of any kind may only take place with the knowledge and prior approval of the Committee.

e. Breathalyzer

In the interests of member safety and horse welfare, no polo player or rider shall be allowed to ride while intoxicated. Accordingly, Club designated personnel, including polo umpires, riding instructors and/or stable managers are authorized to conduct a breathalyzer test on the spot. Should the test prove the rider to be over the permitted limit, the rider must immediately dismount and cease playing polo or riding. The Club may take disciplinary action against the member concerned.

6. Riding Section, Livery Section

a. Livery for Riding Section

The Club may, subject to approval of the Committee, offer one (1) livery per rider of the Riding Section, except with the expressed permission in writing from the Committee which shall be upon terms and conditions set out in these Bye-Laws. Livery owners must be Charter Members.

All Riding horses registered in Livery at the Club, shall be privately owned or leased from the Club and must be riding regularly in accordance with the terms and conditions of these Bye-Laws.

b. The Member's Obligations

The Riding Section horse on livery shall not be used and the member undertakes to ensure that any such horse will not be used to play polo or be leased, loaned or otherwise made available to any member or any other person for the playing of polo at the Club.

Members will only be permitted to bring a horse into the Club belonging to them, provided that the member or a member of his family ride it regularly (normally 6 times per week). Failure to ride regularly may result in the Committee withdrawing its permission for the keeping of the horse at the club. A member may be ordered to remove the horse from the Club at his own expense. If for any reason the member is not able to ride his horse regularly, e.g. injury, suspension, vacationing, etc he must inform the Committee and make suitable alternative arrangements subject to the approval of the Committee.

In the event that the rider of the horse is a third party or a minor, the member will ensure that the third party and/or minor will abide by all the terms and conditions of the Constitution and Bye-laws of the Club and failure to do so will constitute a breach of the Constitution and Bye-laws of the Club by the member.

c. Deposit

Upon the approval of the application for livery, the member (in addition to the deposit referred to in Bye-laws above.) shall pay the Club a deposit in an amount to be determined by the Committee in its absolute discretion which shall, subject to the deductions referred to in this Bye-law, be refunded to the member on the termination of the livery. The Committee shall be entitled to deduct from the deposit any amounts which are due from the member to the Club for and in relation to the livery including but not limited to any costs, expenses, losses or liabilities arising from a breach of the member's obligations in connection therewith. The Committee is entitled to modify or vary the amount of the deposit from time to time upon giving not less than 7 (seven) days' written notice to the member whereupon the variation or modification to the deposit shall take effect.

d. Fees and Terms of Payment

In consideration of the Club providing livery to the member, the member agrees to pay the Club such sum to be determined by the Committee in its absolute discretion (the "Fee"). The Committee shall be entitled to vary or modify the Fee from time to time upon giving not less than 7 (seven) days' written notice to the members, whereupon the variation or modification to the Fee shall take effect.

The Fee shall be payable in advance on a monthly basis.

e. Subsidy

The Committee may, in its absolute discretion, give a subsidy in respect of livery charges to members in the Riding Section of an amount per month at the discretion of the Committee for a period of up to 12 months if such member satisfies the following criteria:-

- i. The member competes in and wins inter-club, international or national equestrian events as a representative of the club;
- ii. The member lends horses for instructors or to Club approved visitors to compete.

7. Ownership

If a Club horse is leased, the lessee recognises that it remains the property of the Club and that its disposal is at the Committee's sole discretion.

A member with a horse at livery at the Club certifies (unless the horse is leased from the Club) that the horse is his legally and beneficially his and that he is not keeping it at the Club on behalf of any other person, whether a member of the Club or not.

Only Charter Members who:-

- a. have passed the Club's Polo Test or, because of their previous playing experience and present polo handicap, have been given express permission by the Polo Captain to play polo at the Club, and
- b. play polo at the Club may own or lease a Polo Pony for the purpose of playing polo.

8. Stable Allocation

Stable Allocations for Polo Ponies

a. Application for Stables

Any Charter Member wishing to put a Polo Pony at livery at the Club must submit an application in writing to the Polo Sub-Committee.

All applications will be reviewed by the Polo Sub-Committee which, if the application is approved, will then make its recommendations known to the Committee for its ratification.

b. Applications to Purchase or Bring in a Horse or Replace a Horse

Any intended purchase / change of ownership of any existing Polo Pony within the Club is subject to the approval of the Polo Captain and must be requested in writing.

Any member wishing to sell a Polo Pony within the Club may apply to have a notice placed on the Notice Board for a minimum of one week indicating the price asked, and requesting those members interested in purchasing the Polo Pony to enter their names on this list. The vendor must then indicate to the Polo Captain to which of the applicants he wishes to sell his horse. The Polo Captain will then advise him of the Committee's decision.

c. Limits on Number of Stables per Charter Member

Stables may be allocated/leased either with no fixed period of time or allocated/leased for a period of one year or up to ten years at the discretion of the Committee. Those applying for long term or ten year leases will be required to pay an upfront booking fee as determined by the Committee. This fee will guarantee that the Charter Member will be allowed to lease the stable(s) for the full period subject to complying with the conditions set out herein. However, should the lessee wish to cut short the duration of the lease, the Club will refund the booking fee on a pro rata basis. For one year leases there will be no guarantee that the lease will be automatically renewed on the same terms and conditions or at all at the end of each one year term. The livery charges for leased stables will be determined by the Committee which may also revise these charges from time to time.

A stable allocation fee as determined by the Committee from time to time may be payable to the Club by the allocatee within one week of its decision to approve an allocation/lease to a member.

The maximum number of leased stables for polo ponies allowable per player is based on the official international polo handicap of the Charter Member concerned as follows

- **For allocated stables with no fixed term**

N(ovice)	:	no allocated stable
-2	:	no allocated stable
-1	:	one allocated stable
0	:	three allocated stables
1 and above	:	four allocated stables

- **For long term or 10 year leases**

N(ovice)	:	no leased stable
-2	:	no leased stable
-1	:	one leased stable
0	:	four leased stables
1 and above	:	four leased stables

- **For short term or 1-year lease**

N(ovice)	:	no leased stable
-2	:	three leased stables
-1	:	three leased stables
0	:	three leased stables
1 and above	:	three leased stables

When making decisions on allocations and/or leases, the Committee, on the advice of the Polo Sub-Committee, will first accord priority to the player's polo handicap and then secondly, to the date of application. The Committee may also take into consideration the following:

- a. The applicant's potential and his/her likely contributions to the development of polo at the Club
- b. The willingness of the applicant to import/purchase a Polo Pony of sufficient quality and standard (in the view of the Polo Sub-Committee) so as to be an asset to polo at the Club
- c. The regularity of play by the applicant and/or eligible polo playing Family Member

d. Polo Playing Family Members

If the Charter Polo Playing Member or Charter Member has a polo playing Family Member who has been awarded a polo handicap by the Club (or who already holds an official international polo handicap) and who plays polo regularly at the Club, or a child participating in the Club's Youth Polo Programme, the above quotas for short term or annually leased stables will be increased by one.

Accordingly, the maximum number of Polo Ponies any one individual Charter Polo Playing Member or Charter Member may keep stabled at the Club is 11 (or, including a polo playing Family Member as defined above, 12).

In respect of Polo Ponies purchased overseas by members and subsequently imported into the Club, they must be playing polo regularly and/or be presented for umpiring, to the satisfaction of the Polo Sub-Committee, within three months of occupying a Club stable.

e. Movement of Horses

No member shall move a Polo Pony into or out of the Club without permission from the Polo Captain. No member shall move his Polo Pony from one stable to another within the Club without permission from the Polo Captain. Members' requests for stable movements should be addressed to the Polo Captain through the Honorary Secretary.

No member shall move a Riding Section horse into or out of the Club without permission from the Committee. No member shall move his Riding Section horse from one stable to another within the Club without permission from the Committee. Members' requests for stable movements should be addressed to the Committee through the Honorary Secretary.

f Removal or Sale of a Horse

If, for any reason, a horse (whether a Polo Pony or a Riding Section horse) is removed from the Club or sold, the stable automatically reverts to the Club and may be reallocated at the sole discretion of the Committee.

g Retention of Empty Stables

- Any member who sells his Polo Pony or who has his horse put down, thus liberating a stable is entitled to apply in writing to the Polo Captain who would then bring it up to the Polo Sub Committee to keep the stable in his name for a period not exceeding three months, provided that he has played polo regularly for the preceding twelve months, while he makes arrangements to find a replacement Polo Pony. During the period that the stable remains vacant he will be billed half the Polo Pony livery applicable to the member at the time subject to the provisions of Bye-law D10.
- For 10-year leases and allocated stables only, the member may apply in writing to the Polo Captain, who would then bring it up to the Polo Sub Committee, for another member's Polo Pony to occupy the stable left vacant. The period of vacancy and/or occupation by another member's Polo Pony combined shall not exceed three months. The member temporarily occupying the vacant stable will pay Full Livery, while the

member vacating the stable will not be billed any livery. This does not apply for 1-year leases.

- In the event the period of vacancy and/or temporary occupation by another member's Polo Pony combined exceeds three months, the member may apply in writing to the Honorary Secretary, who would then bring it up to the Committee for approval, for an extension for a further three months.
- No member will be allowed to retain a vacant stable and/or have another member's Polo Pony occupy a vacant stable for a period of more than six months combined. The member may apply in writing to the Committee via the Honorary Secretary for an extension beyond six months to retain his vacant stable. The member may not apply for another member's Polo Pony to occupy the stable beyond 6 months. If the application to retain a vacant stable beyond 6 months is approved by the Committee, the Polo Pony currently occupying the stable must be removed and the final extension will be for a maximum of 3 months, during which the member will be billed half Polo Pony Livery. The Committee may subsequently decide at its discretion to occupy the stable with any Polo Pony, while the member is still being billed for half of Polo Pony livery. Please note that should the stable continue to remain empty after the final extension period, the member will be billed full Polo Pony Livery.

9. General Provisions Applicable to Polo and Riding Section Horses

Feed buckets and grooming equipment shall be for the account of the owner or the lessee.

The provision of livery to the member shall not be construed to convey to the member any right, interest or title in the stable(s) allocated to him or any other part of the Club's premises. The member shall not take any action which purports to create a claim, lien or encumbrance on the said stable(s) or the Club's premises.

Save as provided herein, the member shall be responsible for all farrier, veterinary charges and other out of pocket expenses and disbursements incurred in connection with the livery ("Expenses") and the member will indemnify the Club for all such expenses and other costs and expenses arising out of or relating to same. The member shall reimburse the Club for all expenses incurred by it in connection with the livery which shall be payable within 14 days from the date of the Club's invoice therefore.

The Club will have a lien on any horse at the livery owned by a member who fails to pay any charges in respect of the said livery.

10. Termination

The Committee may terminate the livery forthwith by giving written notice to the member in any of the following events:-

- (i) upon the member ceasing to be a Charter Member of the Club or upon the membership of the Charter Member being suspended for any reason whatsoever; or
- (ii) if the member is in breach of the Constitution or Bye-laws of the Club

The Committee shall be entitled to terminate the livery by giving one (1) month's notice in writing to the member.

The member shall be entitled to terminate the livery by giving one (1) month's notice in writing to the Committee via the Honorary Secretary.

Upon the Termination of the livery, the Member shall:-

- (i) immediately pay the Club all Fees and Expenses incurred up to and including the date of termination; and
- (ii) immediately but no later than 7(seven) days thereafter, remove his horse from the stable and/or the Club's premises and the provisions of the last paragraph of this Bye-law D10 shall apply as if a written request as stated therein has been made by the Committee.

Without prejudice to the provision of any Bye-law herein, any member wishing to give up his share in a leased horse or to remove a privately owned horse from the Club must give four weeks' notice in writing to the Committee via the Honorary Secretary or he may be charged the appropriate livery fee for the difference between the notice given and this period.

Without prejudice to the provisions of any Bye-law herein, the Committee may at any time give a member one month's notice of termination of a stable allocation/ lease or to remove a privately-owned horse from the Club, if in the opinion of the Committee, the horse concerned is not being regularly used for polo and, in its opinion, there is little likelihood of this situation changing, or if, in its opinion the horse is neglected, or at its sole discretion, without giving any reason.

Any member who receives a request in writing from the Committee to remove a horse from the Club and fails to do so by the date given in the letter will be charged twice the full unsubsidized livery fee prevailing at the time, for the additional period during which the horse remains at the Club. The Committee reserves the right to dispose of any such horse at its sole discretion, in any manner that it thinks fit. If a member is suspended or expelled from the Club or ceases to be a member for any reason, the Committee shall once again be

empowered to dispose of any horse owned by the member, after giving the notice period as outlined above and to increase livery costs on the same basis.

11. Liability and Indemnity

The Club, its employees, officers, servants and agents shall not be liable for the death of or any injury or disablement (whether permanent or otherwise) to any horse or person or any direct or indirect loss, cost, expense or damage arising from or in connection with any livery arrangements or agreements made with any member under these Bye-laws or otherwise arising out of its obligations hereunder.

Without prejudice to the aforesaid, the member shall indemnify and save harmless the Club, its officers, employees, servants or agents from any claims, actions, proceedings, demands, loss, damages, costs and expenses sustained or incurred by the Club arising out of or in connection with any act or omission of any member in relation to any livery arrangements or agreements made with the Club under these Bye-laws.

All conditions, representations, warranties or other terms relating to the livery and which are implied by statute or common law are hereby excluded to the fullest extent permitted under these Bye-laws.

The Charter Member's rights or obligations relating to the livery shall not be assigned or transferred (whether in whole or in part) except with the prior written consent of the Club.

The member shall be responsible for taking out appropriate insurance coverage in respect of the horses owned by them.

12. Members Prohibited from Offering or Providing Paid Service

Members are prohibited from offering or providing paid services at the Club that compete with the services offered by the Club (e.g. teaching of riders or schooling of horses), unless the Committee decides otherwise and gives its permission in writing.

13. Horse Access to SPC

Horses not stabled at the Club shall not be permitted into the Club or permitted to use Club facilities, including use of polo field, stick and ball arena, sand track, riding arenas, paddocks and jungle trail at all times, unless by exception on Committee approval.

Horses may be invited to participate in tournaments, competitions, shows and the like, at the discretion of management.

Horses owned by charity organisations may enter the Club's premises specifically while in use for charitable causes, subject to prior management approval. Privately-owned horses used for charitable causes will require prior Committee approval before entering the Club's premises.

14. Children Taking Polo Lessons

- a) Children who wish to take polo riding lessons must be at least 8 years old and must have passed a riding assessment in the polo section. If deemed to have the requisite riding skills, they are permitted to participate in a club approved children's arena polo programme. The child's parent or legal guardian must first have completed and signed the Club's indemnity form.
- b) Once 10 years old they are also permitted to take individual stick & ball lessons on the polo field only under the instruction of a Club appointed instructor, as approved by the Polo Sub-Committee. For such lessons, children are permitted to use either a suitable Club owned polo pony or one that is owned by their parents.
- c) Children between the ages of 10 and 12 years old may, at the discretion of the Polo Captain, be permitted to participate in group polo lessons on the polo field , or in instructional chukkas provided that they have first participated regularly in a Club approved children's arena polo programme for a minimum period of at least one year.
- d) Children shall be at least 12 years old before they may take the Club administered polo test and, if successful, be permitted to play regular chukkas at the Club.

15. Polo Field Sand Track Safety

- a) Riders are permitted to ride on the sand track only if they are: polo players; or beginners participating in the polo lesson programme; or have attained a riding competence level of Novice Two from the riding section or equivalent. All other riders must be led by a lead rope.
- b) Children under the age of 13 are not allowed to ride on the sand track under any circumstances unless they are accompanied by and under the direct supervision and control of either their parents/guardian, or of a Club appointed instructor. During polo, non-polo players are not permitted to ride on any part of the sand track. Polo players should avoid warming up or riding horses in front of the Club House unless they require to get horses to or from different pony lines.

- c) After 6.30pm, riders are not permitted to ride on the Club House side of the polo track except on polo days. When polo players and / or grooms require to get horses to or from different pony lines, or to lead horses back to the stables.

16. Use of Arenas

Riders must abide by the rules stated outside each arena.

E. MEMBERSHIP

1. Accounts

a. Bills

No member may make any adjustments or alteration to his bill. All bills must be paid in full; if any amounts are in dispute then a letter should be addressed to the General Manager stating clearly the grounds for contesting any change on the account. If the member remains dissatisfied after receiving the General Manager's reply, he may appeal in writing to the Honorary Secretary and the matter will then receive the consideration of the Committee. Deductions made by members are not permitted.

b. Deposits

Members are required to keep a Deposit with the Club equivalent to at least two months' total charges. This deposit which is obligatory is designed to ensure that members' accounts are kept in credit and the amount is at the discretion of the Committee.

As stated in the Constitution, should any member's account not be settled in accordance with the Constitution the Committee may withdraw the privileges of the Club until credit has been re-established. Notwithstanding any Deposit held in a member's name, the provisions of Rule 28 of the Constitution shall apply.

Members who allow their accounts to be overdue (i.e. over thirty days) more than three times over a period of twelve months may have their deposits increased at the sole discretion of the Committee.

Any balance of the Deposit shall be refunded on resignation, transfer to the Absent Members' List or rejection of membership application, after full payment of all sums outstanding.

c. Overdue Accounts

All sums outstanding which are not paid in accordance with the Constitution will be subject to interest or a late payment fee at such percentage as is determined by the Committee at its sole discretion from time to time.

Outstanding amounts can be paid through GIRO or by cheque. GIRO application forms are available upon request from the Membership Department.

A late payment fee of 2% per month will be charged if payment for the outstanding amount is not made by the due date.

An administrative charge as may be determined by the Committee from time to time will be imposed for each of the following:-

- (i) A returned cheque
- (ii) An unsuccessful GIRO deduction
- (iii) Requests for an additional copy of Statement of Accounts.

2. Knowledge of the Constitution

Members must ensure that they are familiar with the Constitution of the Club.

3. Entrance Fees and Subscriptions

These are determined by the Committee from time to time and advised to members in accordance with the Constitution. All Subscriptions are due on the first day of each month. A full month's Subscription shall be charged for part of a month.

4. Grounds and Buildings

The grounds and buildings of the Club are for the use and enjoyment of members; subject to such Bye-laws as the Committee shall from time to time determined.

Any member who fails to comply with such Bye-laws shall be subject to disciplinary action in accordance with the Constitution.

The sand arenas and covered riding school are available for use by members. When classes or competitions are taking place in any of these areas, members must give priority to them.

5. Membership Procedure

- a. Every candidate for Membership may be asked to meet a minimum of four Committee Members or Members of the Membership Sub-Committee of which two must be Members of the Committee, within a month of the application being acknowledged, on a date to be advised by the Committee.
- b. Any candidate so requested who cannot do so must inform the Honorary Secretary, in writing, so that alternative arrangements can be made.
- c. Any candidate who does not, without a reason acceptable to the Committee satisfy these requirements may be rejected.

- d. No membership shall be valid until all sums which the candidate is called upon to pay have been received by the Club.
- e. The application form for membership shall include the name, age, address (both residence and office), occupation and designation of office (if any) together with home and office telephone numbers, doctor's name, telephone number and practice and any other information considered as necessary by the Committee.
- f. If a candidate receives insufficient votes for election, , he shall be deemed to have been excluded from admission. Only if the Committee is of the opinion that there has been any irregularity in a ballot shall a new ballot be ordered.
- g. Candidates, for all categories of membership, shall receive with the application form the following documents:
 - i. A copy of the Constitution and Bye-laws of the Club.
 - ii. Any further explanatory notes which may be published by the Committee from time to time.
- h. Honorary Members shall also be sent copies of the Constitution and Bye-laws.

6. Riding - Authority

No one shall ride at the Club if deemed incompetent by the Committee.

7. Riding - Safety

General Safety

No one shall ride on the Club premises or outside them on a horse stabled at the Club unless they are properly and correctly attired. Properly and correctly attired are defined as:-

- For reasons of safety, all riders (both members as well as Club employees) must wear approved riding helmets or polo helmets, and riding boots or other appropriate footwear at all times while on horseback
- Riders should not be attired in either sleeveless shirts or in shorts while on horseback.

Further;

- All horses must be ridden using a bridle (hackamores are acceptable). A halter and lead rope are not acceptable
- Other than at a walking pace, horses being exercised on the sand track around the polo field must be ridden with a saddle

- Horses being led as 'sets' along the sand track around the polo field have priority and all other, in particular oncoming, riders should give way to them, passing right shoulder to right shoulder
- In general, riders should always be careful to show maximum consideration for other riders.

8. Riding - Syces

Syces and other employees may ride on the Club premises provided that they are considered competent by the Committee and that they comply with the Rules and Bye-laws covering riding.

9. Riding by Members and Guests

Members, Guests and staff must sign the attached Letter of Indemnity before being allowed to ride on the Club grounds. They must first receive permission from the Committee. Permission to ride may be conveyed by the General Manager or any Committee Member, but only after the Committee is satisfied as to the competence of the individual concerned, that all the necessary Bye-laws concerning Visiting Members and Guests have been complied with and that the Letter of Indemnity has been signed and handed to the General Manager.

Non-member participants in Inter-Club and Regional/International events, etc may also be called upon to sign the Letter of Indemnity. When accepted as competitors, they are eligible to ride on the grounds and to use the Club premises in accordance with the Constitution and Bye-laws of the Club. This concession concerning Riding does not automatically extend to the competitor's accompanying supporters or party.

Members and Guests (if the Committee so prescribes in accordance with the Constitution) who ride Club horses will be required to pay at the rates for riding determined from time to time by the Committee. In the case of Visiting Members, this will be estimated (on the basis of total rides while in Singapore) and paid in advance to the Club in the form of a deposit.

Guests residing in Singapore may not ride more than six times in any period of twelve calendar months without specific permission from the Committee.

Costs incurred by Guests in riding Club horses will be debited to the account of the Host Member. First priority on allocation of mounts always goes to Club Members.

10. Guests - Introduction Procedure

A member introducing a Guest must write the name of the Guest, his own name, and the day for which the Guest is introduced in a book kept for that purpose at the Club, and shall be responsible for any debts to the Club incurred by such Guest. It is the duty of the introducer to acquaint his Guest with any restrictions on the use of Club facilities and to ensure that his Guests comply with the Club's Constitution and Bye-laws.

F. POLO

1. Riding and Working Hours for Syces in the Polo Section

a. Working hours for the syces shall be as follows:

- Morning - Tuesday to Sunday
7.00 am to 9.30 am

- Middays - Tuesday to Sunday
12.00pm to 1.00 pm
(no riding during this period)

- Afternoons - Non Polo Days
4.00 pm to 7.00 pm
Polo Days
4.00 pm to 8.00 pm

- Mondays - 1 hour's work a day

b. Riding Hours

Horses must be returned to the stables a minimum of thirty minutes before the syces' working hours end. Any member who brings his horse back late may, after a warning, be suspended. In any case, overtime may be charged to the member at a minimum of the rate for one hour decided by the Committee. This provision is necessary in order to enable syces to have sufficient time to groom and feed their horses before going off duty.

2. Ramadan (Puasa)

Members may be asked to restrict their polo and riding hours during this period in order to give the syces every chance to meet their religious obligations, which involve fasting throughout daylight hours, for a period of one lunar month.

3. Syces' Off Days

On stables off days and on Public Holidays, any member who wishes to ride may be asked to enter the necessary details in a book kept for that purpose. A charge as determined by the Committee from time to time may be made and debited through the member's Club account. However, members may ride and groom their own horses without charge if they so wish.

G. POLO TESTS AND CLUB CUPS

1. Introduction

Polo falls under the direct jurisdiction of the Polo Captain whose duty is to improve the standard of polo at the Club, arrange tournaments and Club Cups, ensure that the ground is maintained in as good a condition as possible, and try to make sure that all players get as much and as enjoyable polo as their respective standards permit.

The Constitution states that:

“The Captain shall, subject to the Committee’s direction, control the play on practice days and generally shall have the management of the play, ponies and players, on the field, and be responsible for the enforcement of the regulations governing polo.”

No member may start to play polo without passing the Polo Test, or in the case of visitors and members who already play polo when they become members, without the express approval of the Polo Captain or his nominee.

2. Conditions for Club Cups

(i) Club Polo Cups

Every reasonable effort should be made for a date to be selected when the greatest possible number of players of the type specified for a particular cup are available. There are constraints of time and circumstances; the weather being an overall imponderable.

a. Internal (Domestic) Tournament Club Cups and their playing conditions, which must be followed as closely as possible, are:

1. MYRA CUP

Presented by Messrs J H Dredge, J M Sasoon and R S Motier in 1936; to be played for yearly, as an American Tournament.

Conditions:

- (a) Teams to consist of members who play regularly at the Club.
- (b) Each player is limited to one pony, which may only be changed by sanction of the tournament committee.
- (c) Each match limited to two chukkas.
- (d) The number of teams accepted and the standard of teams accepted to be at the discretion of the Polo Captain.

2. ISMAIL (SENIOR) CUP
Presented by H H the Tunku Mahkota, Johore in 1947 to be played for under the same conditions as for the MYRA CUP.
3. (ERNEST KEENE CUP)
Presented by E E Keene in 1951 to be played for yearly by the two highest handicapped teams in the Club.

Conditions:

- (a) Teams to consist of members who play regularly at the Club.
- (b) Each player limited to two ponies which may only be changed by sanction of the tournament committee.
- (c) Each match to consist of four chukkas.

4. ROYAL ARTILLERY CUP
Presented by Brigadier J M Hailey D S O in 1956. Originally to be played for between a team representing the S R Saddle Club and a team representing the Singapore Polo Club under the same conditions as the ERNEST KEENE CUP. Since the closing of the R A Saddle Club, the cup is played under the same conditions as the ERNEST KEENE CUP.
5. RUNME SHAW CUP
Presented by Tan Sri Runme Shaw in 1969 to be played for yearly; either
 - (a) Under the conditions of the ERNEST KEENE CUP; or
 - (b) As a four-chukka match, players limited to two ponies, between a club team and an invitation team or amongst club teams and invitation teams.
 - (c) Where possible to be played in conjunction with the Singapore Pesta Sukan.
6. (WONDERSCOUT CUP)
Presented by Mrs. P G Baker in 1974. To be played for yearly amongst teams of members who play regularly at the Club and are in the medium range of Club handicaps. Particularly to include those excluded from the high handicap and low handicap Club Cups.

Conditions:

Either

(a) To be played as a “knock-out” tournament amongst four teams. Each match limited to two chukkas and each player limited to one pony,

or

(b) If 16 eligible players are not available to be played as a four chukka match between two teams; each player limited to two ponies.

or

(c) To be played between two teams as a two chukka match; each player limited to one pony.

(d) Not to be played as League or American Tournament.

7. PENDEKAR CUP

Presented by Brian Kelly in 1968 to encourage young players; to be played for yearly between two teams selected by the Polo Captain comprising the eight youngest players in the Club who are, in his opinion, ready for tournament polo.

Conditions:

(a) The match to be played under the same conditions as the ERNEST KEENE CUP if a majority of the players eligible have two ponies.

(b) Otherwise to be played under the same conditions but as a two chukka match with players being limited to one pony.

(c) If played under (a) above, those not having two ponies may substitute so as to make up a four chukka match.

8. NORTH JUNIOR CUP

Presented by Bill North in 1971 to encourage young players; to be played for yearly under the same conditions as the PENDEKAR CUP.

9. DE SILVA CUP

Presented by B.P.De Silva & Co in 1955 to be played by two teams selected by the Polo Captain comprising the eight lowest handicap members of the Club who are, in his opinion, ready for tournament polo.

Conditions:

- (a) The match to be played under the same conditions as the ERNEST KEENE CUP if a majority of the players eligible have two ponies.
- (b) Otherwise to be played under the same conditions, but as a two-chukka match with players being limited to one pony.

10. ISMAIL (JUNIOR) CUP

Presented by H H Sir Ismail Tunku Mahkota D.K., S.P.M.J., K.B.E., C.M.G. in 1955 to be played for under the same conditions as for the DE SILVA CUP.

11. (PIXTON CUP)

Presented by Colonel A G Pixton, United States Military Attache, in 1959. To be played for yearly under the same conditions as the DE SILVA CUP.

(ii) Other Polo Cups :

1. MONGOLIA SHIELD

This trophy was presented by the late Mr. Chua Wan Hin. Wan Hin was a tremendous character and good polo player.

The trophy was presented to be competed for as often as possible between two teams of no more than a two-goal handicap difference. Pony power decides the number of chukkas in the match but each pony must play two chukkas. The winning team can be challenged by any other team of no more or less than a two-goal handicap difference.

2. ARGENTINE CUP

To be competed for against visiting teams on conditions to be determined by the Polo Captain.

3. VICTOR'S CUP

To be played for at the discretion of the Polo Captain.

4. THAI CHAY CUP

Presented by Thai Chay, the Club's fodder supplier for many years. To be played for at the discretion of the Polo Captain.

5. SYCES' CHALLENGE CUP

6. TENGKU MAHKOTA PAHANG PLATE
7. BEAUJOLAIS CUP
Presented by J P Poelmans in 1988.
8. MERCEDES BENZ CUP
9. SINGAPORE MALAYAN AMATUER RACING ASSOCIATION CUP
10. CENDERMAKA SHIELD

(iii) International Tournament Challenge Cups:

In order of “seniority”, these are :

1. Rolex Gold Cup
2. Rolex International Cup
3. MacDougal Cup
4. Jumabhoy Cup
Presented by R Jumabhoy, CBE, MCH, JP in 1967
5. Turf Club Plate
Presented by the Singapore Turf Club in 1959
6. Mackray Cup
Presented by the Selangor Turf Club in 1922.

The Rolex Gold Cup, donated by Rolex is normally played for in the “A” Division of our International Tournaments.

The Mackray Cup is a challenge cup to be played for after the conclusion of our annual International Tournament on a “North versus South” basis if possible or, if not, at the discretion of the Polo Captain.

(iv) General Club Cups for Polo

1. The Woodroffe Cup for the Most Improved Player of the polo season.
2. The XV. XIX King’s Royal Hussars Challenge Cup for Best Trained Polo Pony of the season.

3. Club Cup for the Best Turned Out Polo Pony and Syce.

(v) Riding and Other Club Cups

1. Tent Pegging Plate.
Presented by Rory Cochrane-Dyett, Mike Palmer and John Turner in 1962.
2. The Hussey Cup for the Most Improved Rider in the Riding Section.
3. Jumping Cups
 - i. Waterford Crystal Jumping Cup
 - ii. Chippendale Cup
 - iii. Robson Cup
4. Inventory of Cups
The cups must not be removed from the Clubhouse except with the express orders of the General Manager.

3. Dress for Polo

- a. Weekends: All tournaments, Club Cups, chukkas and stick and ball on the field: Polo helmet, white breeches, polo boots, knee guards (not required for stick and ball), official Club Shirt of the current year or as specified by the Tournament Committee.
- b. Weekday chukkas: Polo helmet, polo boots, knee guards, plus a white or red t-shirt with collar. Jeans and other forms of long trousers are permitted.
- c. General Riding and weekday stick and ball: Suitable helmet, riding boots or riding shoes, jeans and other forms of long trousers, a t-shirt with or without collar.
- d. A player consistently arriving to play polo incorrectly dressed may be barred from playing polo by the Polo Captain for a period not exceeding one month.
- e. Any player with a valid reason for not being correctly dressed for polo may approach the Polo Captain or his nominee for the day for permission to play. Anyone going on the field for a game or a tournament incorrectly dressed, without having first given an explanation considered satisfactory, may be asked to leave the field or find his name removed from the chukka board for the balance of the afternoon.

4. General

- a. Players of Novice (formerly -3 and -4) handicap may only play on borrowed ponies if approved by the Polo Captain. The Polo Captain may impose any other conditions upon playing by members according to his discretion.
- b. Players may be sent off the field immediately by the umpire for dangerous play, bad behaviour or bad language on the field. If a player continues to

offend in one or more of these ways, he may be barred from playing polo by the Polo Captain for a period not exceeding three months.

- (i) Players must not contest the decisions of the umpires while the game is taking place. If any player is not happy about any decision, then he should discuss his point with the umpires or the Polo Captain after all players have left the field, and then in a discreet manner.
 - (ii) It is bad sportsmanship to openly criticise umpiring while the game is in progress. The Polo Captain may discipline offenders by barring the player from Polo for a period not exceeding three months.
- c. Beginners need and deserve encouragement: not unfriendly observations. Polo will start promptly on time and players who are not there will lose their chukkas. The interval between chukkas will be limited to 2/3 minutes. This means that players not playing in the previous chukka should be immediately ready to play and those who have played in the previous chukka will have to change their ponies promptly. This period will be strictly adhered to and all chukkas will start on time. This will ensure that each day the maximum number of chukkas will be secured and, thus, everybody obtains as much polo as possible.
 - d. A player who consistently arrives late on the playing field for his chukka thus causing other players to wait unnecessarily, may also be barred by the Polo Captain from playing for a period not exceeding three months.
 - e. Any player who has been suspended from playing polo or using the ground by the Polo Captain and who does not agree with his decision is entitled to appeal to the Committee via the Honorary Secretary, in writing, within one week of his suspension.
 - f. Balls for practice may be purchased from the Club. Balls for club chukkas will be issued and controlled by the Polo Captain or his nominee for the day. All balls used in club chukkas must be collected and returned to the umpires.
 - g. A Member who receives part or all of his income from activities related to polo at the Club is deemed to have a commercial relationship with the Club and will give an undertaking to the Club:
 - i. not to apply for charter polo playing membership
 - ii. not to accept any subcommittee or main committee nomination
 - iii. sign a Code of Conduct declaration

Should the Member be found by the Club to have breached the Code of Conduct declaration, he shall be referred to disciplinary action under Rule 23 of the Constitution.

5. Ground Rules

The Ground Rules are spelled out in detail below and will be displayed on the Club Notice Board. In order to maintain the ground and schools etc. in reasonable condition, these rules must be strictly followed by every rider.

Any member who consistently ignores the ground rules or signals will be barred from polo or riding on the Club premises at the discretion of the Polo Captain or any other Committee Member for a duration not exceeding three months.

a. Red Disc

Indicates that the whole polo field is closed. However, horses may be exercised along the sand track.

b. Red and Black Disc

Indicates the polo field is only open for polo lessons supervised by an instructor. Additionally, a designated strip on the far side of the polo grounds, outside the boards, is available for stick and ball practice. The sand track is open for riding. Polo players should exercise their horses well away from any school horses moving between the schools and the Mount Pleasant stables.

c. Black Disc

Indicates that the whole polo field is open, either for Club chukkas or for stick and ball practice.

- d. On polo days (when the polo ponies and riders are preparing for chukkas) the Clubhouse side of the ground is closed to all ponies except those playing polo on that day.

Players not playing polo may use the other three sides of the ground while polo is in progress but must keep off the Clubhouse side of the ground as they are liable to be a hindrance to both players and spectators: no one may stick and ball or ride on the field with fast stops and turns when the ground is soft, thus cutting up the turf unnecessarily (prior to Club chukkas or Club Cups)

- e. Other parts of the grounds may be opened or closed by signs and notices as decided by the Committee.

6. Inter-Club and International Tournaments

When determining teams for tournaments outside Singapore and within Singapore, preference will be given to players and their families who own their own horse(s) and have supported tournaments domestically and away from Singapore in the past, and who have made a positive contribution in terms of personal effort to the Club's affairs, both directly and indirectly, while still trying to put together the strongest possible combinations.

7. Outstation Costs

When Polo Tournaments take place in Malaysia, the Club will normally pay part or all freight and belanja costs. The implementation of this regulation is subject to the discretion of the Committee.

8. Selection for Tournament and Chukkas

- a. Players should sign up as many days in advance as possible.
- b. Preference for Club chukkas and tournaments is given to players playing their own ponies, followed by higher handicapped players on borrowed ponies.

9. Signing Up

Players should sign up as many days in advance as possible. When Club cups are played, players must still sign up for the total number of chukkas they wish to play.

On weekdays and weekends the board will close one hour before play starts and players must be present and ready to play at least 10 minutes before play starts. Any player arriving late risks losing one or more of his chukkas. The times for commencement of play are to be determined by the Polo Captain and may be subject to change (watch the Notice Board).

Any player who consistently fails to show up after signing up for chukkas or Club Cups etc, may be barred from playing polo by the Polo Captain for a period not exceeding three months. In no circumstances may players alter the board without the permission of the Polo Captain or his nominee.

10. Treading-in

It is essential that all players and, if possible, spectators, tread-in the field after playing or practising when the ground has been cut up even slightly. The Club has only one ground and only by conscientiously treading-in wherever necessary, can this ground be maintained in a playable condition four times a week, throughout the year. It may sometimes be necessary to curtail the polo playing period to allow adequate time to tread-in properly. Any player who consistently fails to tread-in may be barred from playing polo by the Polo Captain for a period not exceeding three months.

Players must remain at the Club until polo is over in order to fulfill their obligation to tread-in.

11. Opening of the Ground on Polo Days

1. If the Polo Captain is present his decision will be final.
2. If the Polo Captain is not present but the Honorary Secretary is, the latter's decision shall be final.
3. If neither the Polo Captain nor the Honorary Secretary is present, the first two Charter Polo Playing Members of the Committee who arrive will decide whether or not the field is playable.

H. SUB-COMMITTEES

1. Introduction

As stated in the Constitution, the Committee may appoint Sub-Committees, including those detailed below:

The Committee shall give specific terms of reference to all Sub-Committees which it forms. Sub-Committees may apply to the Committee for additional specific authority from time to time, and make whatever recommendations they think proper to the Committee for its consideration. Otherwise the Sub-Committees are advisory in nature and do not themselves have executive authority.

With the exception of the Membership and the Polo Sub-Committees, a quorum for Sub-Committee meetings shall be at the discretion of the Convenors who shall have a casting vote.

The President may attend all Sub-Committee meetings ex officio. The General Manager will serve as Deputy Convenor of all Sub-Committees and, in consultation with the relevant Convenor, will schedule Sub-Committee meetings at regular intervals. The General Manager shall be responsible for taking minutes of the Sub-Committee meetings and, at his discretion may delegate this responsibility to a staff member.

2. Polo Sub-Committee

The Polo Sub-Committee must at the least include the Polo Captain who shall be the Convenor, one Charter Polo Playing Member who is on the Committee and the Honorary Secretary. A quorum shall be a simple majority of the Sub-Committee Members present. The Convenor shall not have a casting vote. Its duties are to advise the Committee on the following:

- a. To monitor the implementation of, and compliance with, all Rules and Bye-laws concerning polo ponies kept at the Club, or elsewhere approved by the Committee, and to make recommendations to the Polo Captain and the Committee regarding such Rules and Bye-Laws.
- b. To advise on eligibility for subsidies for horses at the Club, and their classification as Club Horses, Equestrian Horses or Polo Ponies.
- c. To advise on applications for leasing Club Horses.
- d. To review a monthly schedule of all Polo Ponies at livery showing :
 1. Name of horse
 2. Owner and lessee (if applicable)
 3. Classification of horse
- e. To recommend changes of livery charges to the Committee.
- f. To advise on movement of horses in and out of the Club.

- g. To recommend the employment and direction of polo instructors, polo professionals, farrier, horse trainers, stable managers, stable staff and grooms with the general aim of achieving the highest possible standards of horse care, training and instruction in the Polo Section.
- h. To advise on the acquisition and deployment of suitable polo ponies as Club horses in the Polo Section.
- i. Any other duties as specified from time to time by the Committee.

3. Ground & Facilities Sub-Committee (including NEP's Operation and Maintenance)

- a. Convenor is to be a Member of the Committee. The Convenor is to decide how many members form the Sub-Committee and what constitutes a quorum. Its duties are to advise the General Manager and Committee on:
 - b. The maintenance of the Clubhouse and other buildings, grounds, housekeeping and equipment.
 - c. The employment and direction of the Club staff connected with the maintenance of the Clubhouse and other buildings, grounds, housekeeping and equipment.
 - d. The provision of first aid boxes and the prominent display of instructions on action to be taken in the event of an injury to a member.
 - e. Any other duties as determined from time to time by the Committee.

4. Finance, Administration & Governance Sub-Committee

The Convenor will be the President of the Club and membership of the Sub-Committee will include at least the Honorary Treasurer, Vice President, Honorary Secretary and the Polo Captain. The Convenor is to decide how many other members form the Sub-Committee.

The Finance, Administration & Governance Sub-Committee oversees the financial strategic planning, management, legal issues, membership, marketing & communication of the Club. Its duties are to advise the Committee on the following:

- a. To ensure that the accounting standards and procedures are followed and that a yearly budget and monthly operation statement and yearly audited statements of accounts are properly prepared and in a timely manner.
- b. To ensure that the Club submits all required statutory returns to the authorities.
- c. To ensure that the Club maintains proper records and minutes of meetings.
- d. To ensure that proper credit control is exercised by the management.
- e. To ensure that the Club arranges and maintains adequate insurance cover and meets all statutory and legal requirements in this respect.
- f. To ensure that the Club maintains a register of Club Cups and Trophies and checks that they remain on Club premises and are properly looked after.

- g. To ensure that the Club has proper and effective security arrangements in place.
- h. To ensure that all licenses and permits are maintained.
- i. To make recommendations to the Committee for the investments of Club funds.
- j. Regularly review internal controls and authorise guidelines and monitor their implementation.
- k. Applications for membership in accordance with the Club Constitution and Bye-laws and overseeing the membership procedures for candidate members to the Club.
- l. The level of Deposit considered adequate to cover a minimum of two months' charges for all new members.
- m. The employment and direction of the caterer or catering and bar staff.
- n. Suitable guidelines and policies for membership sales, F&B, social and sport activities except riding, polo and jackpot.
- o. Any other duties as determined from time to time by the Committee.

5. Riding Sub-Committee

The Riding Convenor will be appointed by the Committee. The Convenor is to decide how many members to form the Sub-Committee. The Riding Convenor must be present including 50% of the Riding Sub-Committee members to form a quorum for meetings. The duties of the Riding Sub-Committee is to:

- a. Act as an advisory body to Club Management on matters related to the operations of the Riding Section.
- b. To promote among Club members and the general public a healthy interest in equestrian sports and the Singapore Polo Club.
- c. Review any pricing changes, Riding Section Rules & Regulations, Bye-Law, Constitutional or other policy changes related to the Riding Section and provide feedback prior to submission to the Committee for approval.
- d. Review financial performance of the riding section and provide constructive feedback.
- e. Be an advocate of the Riding Section policies and help members understand the rationale behind changes.
- f. Review of livery applications and provide feedback on the suitability in accordance with the livery criteria or recommend any special conditions applicable to the application.
- g. Monitor daily activities in the Riding Section and gather feedback from Members, and provide feedback to the Sub-Committee and Club Management with the objective to continuously improve the Riding Section.
- h. Help promote and support activities in the Riding Section such as Pony Club, Competitions, Special Events and other programs.

- i. Report to the Club Management any safety issues or failure of riders or staff to follow the Bye-Laws, Constitution, or Rules and Regulations related to the Riding Section.
- j. Any other duties as determined from time to time by the Committee.
- k. The Riding Sub-committee will keep an inventory of the following Club cups and trophies:

THE GREEN JACKETS CUP (JUMPING)
Presented to Penang Polo Club by 2nd Battalion the Royal Green
Jackets March 1967

DM BROWN CHALLENGE TROPHY
INTER CLUB
COMBINED TRAINING EVENT
BEST INDIVIDUAL

THE PONY CLUB SINGAPORE BRANCH 1959
Presented by Sir Richard Bull

SINGAPORE POLO CLUB
ROBSON CUP
UNDER 16 YEARS SHOWJUMPING

PONY CLUB CHALLENGE TROPHY
FOR THE ANNUAL SINGAPORE POLO CLUB GYMKHANA

CONCORD EQUESTRIAN INTERNATIONAL 1993

SINGAPORE POLO CLUB
(PONY SECTION)
THE HUSSEY CUP 1971
AWARDED TO THE MOST IMPROVED RIDER IN A SCHOOL TERM

ROLEX EQUESTRIAN
MOST TALENTED YOUNG RIDER

ROLEX POLO & EQUESTRIAN CHAMPIONSHIPS
GRAND PRIX OF SINGAPORE 1995

ROLEX POLO & EQUESTRIAN CHAMPIONSHIPS
NATIONAL CHAMPION
GRAND PRIX SHOWJUMPING 1995

ROLEX POLO & EQUESTRIAN CHAMPIONSHIPS
NATIONAL CHAMPION
GRAND PRIX DRESSAGE 1995

PRESENTED TO PONY SECTION, SINGAPORE POLO CLUB
BY LT. N L MARSH R N
HMS ALBION 1971 FOR BEST RIDER & PONY

6. Gaming Sub-Committee (new)

The Gaming Sub-Committee is a group set up to stimulate members with the latest gaming machines. Convenor is to be one of the Committee members. The Convenor is to decide how many members to form the Sub-Committee and what constitutes a quorum. The duties of the Gaming Sub-Committee is to:-

- a. Ensure that the fruit machines are properly managed and all legal requirements for their operation are duly complied with.
- b. Ensure controls, and processes, including segregation of duties and audit points.
- c. Ensure that all spending, unless previously budgeted and being handled in accordance with established procedures, be presented to the Finance Admin & Governance Sub-Committee for review before any commitments are made.
- d. To promote activities and stimulate members' interest with the latest fruit machines.
- e. Review as and when to purchase new fruit machines to sustain members' interest.
- f. Review financial performance of the Jackpot and provide constructive feedback.
- g. Regularly review internal controls and authorise guidelines and monitor their implementation.
- h. Review any pricing changes, Rules & Regulations, Bye-Law, Constitutional or other policy changes related to Jackpot.
- i. Monitor daily activities in the Jackpot Section and gather feedback from Members and provide feedback to the Sub-Committee and Club Management with the objective to continuously improve the Jackpot Section.

7. Sports & Social Events (new)

The Sports & Social Sub-committee is a group set up to initiate, organise and stimulate social and sports events (other than equestrian), entertainment, parties and F&B happenings amongst the membership at large.

- a. Convenor is to be a member of the main Committee.
- b. Act as an advisory body to Club Management on matters related to the Clubhouse operations including all sports facilities, spa, gym and the F&B outlets.
- c. To work with Club's Management to promote awareness and interest among Club members an interest in sports, social and F&B related events at the Singapore Polo Club.
- d. Review any pricing changes, Rules & Regulations, Bye-Law, Constitutional or other policy changes related to the Clubhouse, gym,

- tennis courts, squash court, pool area, meeting rooms and F&B outlets including of
proposed pricing of all menus and bar pricelists and to advise the Committee on the same and obtain Committee approval for any changes.
- e. Review financial performance of the events, F&B, Spa and Gym section and provide constructive feedback.
 - f. Monitor daily activities in the Sports & Social Section and gather feedback from Members, and provide feedback to the Sports & Social sub-committee and Club Management with the objective to continuously improve the Sports & Social Section.
 - g. Help promote and support social F&B and sports activities in the Club such as tennis/squash tournaments, Annual Parties, Wine tastings and dinners, Dance nights, Quiz Nights, Special Events and other programs.
 - h. Advise the Club Management any safety issues in and around the Clubhouse, pool area, Gym and other sports facilities.
 - i. The organisation of competitions for the Club's, squash and tennis trophies

SINGAPORE POLO CLUB
SQUASH CHALLENGE TROPHY
PRESENTED BY ALFRED DUNHILL OF
LONDON

SINGAPORE POLO CLUB SQUASH OPEN
1994

TENNIS - S M TOH CHALLENGE TROPHY
MEN'S SINGLES 1994

TENNIS - S M TOH CHALLENGE TROPHY
LADIES SINGLES 1994

TENNIS - S M TOH CHALLENGE TROPHY
LADIES DOUBLES 1995

8. Ad Hoc Sub-Committee

The Ad Hoc Committee is a group set up by the Committee to consider any specific issue (s) and generate recommendations or work towards the resolution of such issues. The Ad Hoc Committee is typically temporary in nature and may be dissolved when its objectives, as mandated by the Committee, have been satisfactorily achieved. The composition of the Ad Hoc Sub-Committee should not comprise any members who may, for whatever reason, have a conflict of interest in respect of the particular issue(s) under consideration.

