Ref: SHRINFB00.1



# Member Rules

## Confidentiality

The Nook Cheltenham's management and all staff members adhere to the strictest confidentiality standards and pledge to maintain all records and personal information concerning the members and their guests in the strictest confidence.

## **Rights & Privileges of Membership**

A member shall be entitled to all the rights and privileges of Nook For Business and shall be bound by these rules and the Membership Agreement but shall have no proprietary rights in any of the premises or in respect of property at the Nook Cheltenham, Units 4&6, The Quadrangle Building, Imperial Square, Cheltenham, GL50 1PZ.

#### **Proposing New Members**

Members are welcome to propose new applicants to join the Club. Acceptance as a member of Nook For Business is at the sole discretion of the Membership Committee.

#### **Attire**

Whilst Nook For Business does not dictate a strict dress code policy, members should always be presentably dressed. Members are also responsible for ensuring that their guests abide by this rule. This includes no sports shorts, football shirts, and any items of clothing that display offensive slogans, profanities or imagery of a pornography, racism, sexism, homophobia, ableism or transphobia.

#### **Discounts**

Any discount made available from time to time on meetings and event space hire are for the member's personal use only, are non-transferrable and subject to availability. Any discount made available from time to time on food and beverage may be used only by the member and up to three accompanying guests.

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#### **Private Hire & Maintenance**

From time to time The Nook Cheltenham may be closed to members for private events. Please honour and respect the privacy of all private events occurring in the Space and refrain from communicating any information about the event to third parties.

The Proprietor reserves the right to close or withdraw any area of the Space for any period to carry out necessary maintenance, repair or redecoration work. The Proprietor also reserves the right to withdraw facilities or services if it believes that they may pose a risk to the health or safety of members, guests or staff, or that they are detrimental to the business. Insofar as is practicable, the Proprietor will endeavour to ensure that any area, facility or service that is closed or withdrawn is reinstated as soon as practicable and that any disruption is kept to a minimum.

## **Privacy for Members & Guests**

Members and their guests must not approach, disturb or solicit others with whom they are not personally acquainted. Doing so may lead to suspension or termination of membership.

#### **Mobiles**

To protect the privacy of members and ensure a relaxed atmosphere within the Nook Cheltenham, members may not take or make phone calls while in the Club. Texting is permitted and calls may be made in designated areas. It is the member's responsibility to familiarise their guests with the phone policy.

## **Cameras & Recording Devices**

No cameras, video or recording devices may be used while in the Space. Members are responsible for ensuring their guests also abide by this rule. The Nook Cheltenham reserves the right to take possession of and confiscate any camera, video or recording device and any photos, videos or other recorded images used or taken while on The Nook Cheltenham's premises.

## Audio/Video & Sound

Movies, videos, songs, webinars and presentations must only be played through headphones and should not be audible to any other member or guest present.

#### **Press & Social Media**

The Nook Cheltenham has a strict no press policy. Members will be held accountable if they or their guests disclose or identify any other members or guests who are in the Club in any press or social media including Facebook, Twitter, Instagram and personal blogs. Similarly, members and their guests must refrain from identifying or describing any private hire or member event occurring at The Nook Cheltenham.

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## **Accidents & Injury**

Members must report any accident or injury they or their guests may have whilst on the premises as soon as possible to a member of management and in any event within 24 hours of the incident. This information is needed in order to comply with health and safety obligations and for insurance purposes.

## **Illegal Substances**

No member or guest of a member shall use, ingest, purchase, possess or distribute illegal drugs while on The Nook Cheltenham's premises (or attempt to do any of the same). If any of the above prove true, the membership in question will be terminated.

#### **Bills**

All bills must be settled in full before leaving The Nook Cheltenham. There are no credit facilities. Members are responsible for their guests' bills if they are not paid.

## **Smoking Policy**

All members and their guests are obligated to abide by The Nook Cheltenham's smoking policy then in effect and with all applicable no-smoking governmental laws, rules and regulations. No smoking is permitted inside the premises at any time. The Proprietor reserves the right to prohibit or limit smoking in any area of The Nook Cheltenham's premises at any time at its sole discretion. The Proprietor reserves the right to designate certain designated outside areas of the premises as smoking areas and to change the location of such designated areas at any time. All members and their guests are requested to respect the wishes of other members and their guests with respect to smoking and to refrain from smoking when requested to do so by another member.

# Food & Beverages

Please refrain from bringing in any outside food or beverages, unless medically necessary.

## Leaving the premises.

All members and their guests are asked to respect our nearby residents by being quiet when leaving The Nook Cheltenham's premises or while in the surrounding area.

## **Animals**

No animals will be allowed in the premises except for assistance dogs upstairs in The Nook On Five. Any well-behaved or assistance dog is only permitted in the downstairs bar area.