

Brown Faculty Club

House Rules and Regulations

The Brown Faculty Club
Brown University
1 Bannister Street
Box 1870
Providence, RI 02912
Phone: 401-863-3023
Fax: 401-863-9111

The following rules apply to all Faculty Club members and their guests:

1. (a) Members are expected to show due regard for the protection of Club property and for the comfort and convenience of their fellow members and guests. Damage to the Club property or its loss will be assessed by the Board of Directors to the responsible member or members.

(b) A member's account may be used only by the member (member shall include spouse/domestic partner) and all checks or services must be signed personally by them.

(c) Students, individually or in groups, are allowed the use of the Club facilities when sponsored or accompanied by a member or University department representative.

2. (a) Employees are forbidden from accepting gratuities or gifts in any form or under any pretense from members, guests or tradesmen.

(b) Smoking is not allowed in the Club. Smoking is permitted outside, at a distance of at least 35 feet from any entrance, provided that there will be no migration of smoke into the building or property including vehicles. If smoke is still able to migrate into the building or vehicles, smoking must be at a further distance.

(c) All food and beverages consumed in the Club must be furnished by the Club. Alcoholic beverages must be consumed on the premises. No alcoholic beverages may be served to minors or persons visibly intoxicated.

(d) Gambling is not permitted in the Club, except with the prior approval of Faculty Club management.

(e) Brown Faculty Club operates in accordance with the Brown University Political Activity Policy. The Brown Faculty Club may not be used for political fundraisers. Please consult the Political Activity Policy for additional rules and guidance.

3. (a) All functions must be sponsored by a Club member. Sponsors are responsible for the conduct of participants and the guarantee of payment for all charges.

(b) The Club has established minimum sales requirements for rooms to be used for private functions. The Club's Function Guide includes a schedule of these minimum sales requirements.

(c) All Club services will be assessed an 18% service charge.

(d) Sales tax (currently 7%) will be added to all non-tax exempt groups. A 1% local tax on the sales of meals and/or beverages will be added, if applicable, to all bills as required by the state of RI. This tax will be shown on the bill and is included in the total tax line item on all bills.

4. (a) Bills rendered by the Faculty Club are payable on the account summary due date.

(b) If a member has Faculty Club bills that are unpaid for over sixty (60) days from the date such payment was due, the Faculty Club will notify that member in writing that his or her membership will be suspended if all outstanding charges are not paid in full within thirty (30) days of the date of such notice.

(c) Bills not paid within sixty (60) days of the date payment is due will be subject to a finance charge of 1 1/2 % per month, which is an annual rate of 18%.

(d) If an individual's membership is terminated for failure to pay Faculty Club bills, the individual will not be permitted to use the facilities of the Club or to be a guest of members, except for official University functions. The individual's membership may be reinstated when the member's outstanding Faculty Club bills are paid in full.

(e) If the Club is required to utilize the services of a collection agency to obtain payment of unpaid Faculty Club bills, the membership of the member involved will be suspended immediately, if it has not already been suspended. In order to have membership reinstated the member will be required to pay his or her bill in full, including finance charges, and reimburse the Club for all expenses incurred in obtaining payment, including expenses related to collection agency services. If the Club is required to utilize a collection agency a second time for the same member, that member's membership will be cancelled permanently.

5. In the event of an infraction of any of the above rules or any other rules issued by the Faculty Club, an individual's membership will be reviewed by the Board of Directors for appropriate action.