

SANDAKAN YACHT CLUB

RULES AND BYE-LAWS

1. (a) NAME : The Club shall be called “ Kelab Yacht Sandakan ” or the “Sandakan Yacht Club “.
- (b) REGISTERED OFFICE: The registered office for the Club shall be “The Clubhouse, Jalan Buli Sim Sim Road, Sandakan”. The postal address shall be P. O. Box No. 476, 90705 Sandakan.
- (c) MEETING PLACE: The place where meetings are to be held shall be at “The Clubhouse, Jalan Buli Sim Sim Road, Sandakan”.
- BURGEE: The Club Burgee shall be a black seahorse upon a green background.
- (d) The place of meeting and registered address shall not be changed without the prior approval of the Registrar of Societies.

2. (a) DEFINITION AND INTERPRETATION :

In these Rules and all Bye-Laws made hereunder unless there be something repugnant in the subject matter or context:

“The Club” means the Sandakan Yacht Club.

“The Committee” means the Committee of the Club.

“Members” means Members of any type as defined in Rules 4 & 5.

“Boat Owners” means a Sole Owner or a Joint Owner.

The singular includes the plural and the plural includes the singular. The masculine includes the feminine.

- (b) INTERPRETATION: The Committee are the sole authority for the interpretation of these Rules and of the Bye-Laws made hereunder and the decision of the Committee thereon shall be final and binding on all Members.

3. OBJECTS : The Objects of the Club

- (a) To promote sailing and maritime and other sports
- (b) To provide and maintain a Clubhouse for the use of Members of the Club.
- (c) To enter into arrangements with any other Club or Association for reciprocal privileges.
- (d) To do all such lawful things as are incidental or conducive to the attainment of the objects described in (a) to (c) above.

4. TYPES OF MEMBERSHIP:

The Club shall consist of Members of the following types:-

- (a) Resident Members:-
 - i) Bachelors
 - ii) Spinsters
 - iii) Married Couples
- (b) Non Resident Members
- (c) Temporary Members
- (d) Members' Children who have attained the age of 18 years and are below the age of 21 years.
- (e) Honorary Vice Commodores
- (f) Honorary Members
- (g) Life Members
- (h) Service Members
- (i) Corporate Members

5. DEFINITIONS OF TYPES OF MEMBERSHIP :

- (a) Resident Members: Any person who shall have reached the age of 21 years.
- (b) Non-Resident Members : Any person who shall have reached the age of 21 years and who does not permanently reside within the districts of Sandakan, Kinabatangan, Beluran, Paitan and Labuk Sugut (Formerly known as Sandakan Residency).
- (c) Temporary Members: Any person visiting Sandakan for a period of not more than three months.
- (d) Members' Children :
 - (i) Children of Members who have attained the age of 18 years and are below the age of 21 years.
 - (ii) Members' Children within 6 months of their 21st birthday may apply to become a Resident Member at a reduction of 50% of the Entrance Fee.
- (e) Honorary Vice Commodores: Any Member whose services to the Club shall merit the rank in the opinion of the Club in a General Meeting.

- (f) Honorary Members: Any Flag Officer may invite distinguished persons, visiting yachtsmen and other persons not otherwise eligible for membership to be Honorary Members for a period of not more than three months.
- (g) Life Membership: Only a member of good standing who has been a member for at least 5 years and who has served the Club can apply for life membership which may be awarded at the discretion of the Committee. A life member may apply to convert his life membership to Resident or Non-Resident membership. No application for conversion shall be considered by the Committee unless a proper instrument of conversion in the prescribed form has been delivered to the Honorary Secretary and all payments due to the Club have been fully settled. Monthly subscription applicable to Resident or Non-Resident member, as the case may be, shall be payable commencing from the date of approval of conversion.
- (h) Service Membership : Officers in the following branches of armed services are entitled to be considered as Service Members :-
 - (i) A naval Officer of the rank of lieutenant or above who is on the active service list of the Royal Malaysian Navy and who is posted to serve at KD SRI SANDAKAN.
 - (ii) An officer of the rank of Captain and above who is on the active service list of the Armed Forces of the Federation of Malaysia and is posted to serve in the District of Sandakan.
 - (iii) An officer of the rank of Assistant Superintendent of Police (ASP) and above, who is on the active service list of the Royal Malaysia Police and is posted to serve in the District of Sandakan
- (i) Corporate Members: A maximum of 2 nominated persons of a Registered Corporation in Malaysia.

5A. TRANSFER OF RESIDENT, NON-RESIDENT AND CORPORATE MEMBERSHIP

- (a) The Resident and Non-Resident Memberships of the Club subject to Rule 5A(b) herein are transferable provided all monthly subscription and other payments due to the Club have been fully settled, the transferees are parties acceptable to the Committee and the payment of the prescribed transfer fee made.
- (b) Notwithstanding the provision of section Rule 5A (a) hereinabove, Ordinary Membership obtained pursuant to section Rule 5(d) (ii) shall not be transferable for a period of seven (7) years from date of obtaining such membership.
- (c) Subject to the approval of the Committee, a Corporate Member may transfer its membership. However, in addition to the conditions set out in Rule 5A (a) hereinabove, the Committee shall not approve the transfer of this class of membership unless the transferee is also a corporation so that the class of membership is not affected by the transfer applied for.

- (d) No transfer of membership shall be considered and registered unless a proper instrument of transfer has been delivered to the Committee through the Hon. Secretary. The instrument of transfer shall be signed both by the transferor and the transferee (and in case of corporation affixing the Common seals thereto), and the transferor shall be deemed the holder of the membership until the name of the transferee is entered in the register of members.
- (e) The instrument of transfer of any membership shall be in the prescribed form available at the office of the Club.
- (f) Every instrument of transfer shall be accompanied by the membership certificate to be transferred and the appropriate prescribed transfer fees.
- (g) The instrument of transfer shall be retained by the Club.
- (h) The Committee may in their absolute discretion refuse to register any transfer of membership.
 - (i) When the proposed transferee is a person or corporation of whom the Committee do not approve.
 - (ii) When the proposed transferee is an infant or person of unsound mind.
 - (iii) When the registration of such transfer would or might cause a contravention of Rule 15C.
- (i) The Committee shall not be obliged to assign a reason for any such refusal to transfer membership unless they shall see fit to do so. If the Committee refuse to register transfer of membership, they shall, within one month after the date of such refusal, send a notice of refusal and refund the prescribed transfer fee to the transferor.
- (j) The following fees shall be charged for each transfer:-
 - (i) Resident & Non-Resident Membership
 - (a) 1/4 of the entrance fee applicable to new member at the time of transfer OR
 - (b) RM500.00 when the transfer is from a parent of age 55 and above to a child of his or hers.
 - (c) Where the transfer is from a deceased spouse to his or her surviving spouse, no transfer fee shall be imposed.
 - (ii) Corporate Membership
 - 1/4 of appropriate entrance fee applicable to new member at the time of transfer.

- (k) The relevant parties involved shall be responsible for the payment of any other statutory fees which may be imposed from time to time.
- (l) Any Resident or Non-Resident member who has been awarded the rank of Honorary vice Commodore may transfer his membership provided that his status as Honorary vice Commodore shall cease immediately upon registration of the transfer of his membership.

6. PRIVILEGES OF MEMBERS :

- (a) Resident Members, Honorary vice Commodores, Life Members, Service Members and Corporate Members shall enjoy the full privileges of the Club except that Service Members shall not be qualified to be elected as Officers or Members of the Committee of the Club.
- (b) Non-Resident Members, Temporary Members, Members' Children And Honorary Members shall not be entitled to vote on any matter connected with its management; nor shall they be qualified to be elected as Officers or Members of the Committee of the Club; nor may they obtain credit or signing facilities from the Club provided always that the General Committee shall have power to grant signing facilities to Non-Resident Members on such conditions as the Committee may think fit.

7. PROPOSAL OF CANDIDATES FOR MEMBERSHIP :

- (a) Candidates for admission to the Club shall be proposed and seconded by Resident Members in good standing, who has been Members for at least 12 months, upon an application form provided for the purpose which shall be duly posted on the Club Notice Board for a period of not less than ten days. In the event of default in payment of account the proposer and seconder are, jointly and severally, liable for the settlement of a candidate's Club bills for the first six months following election to Membership.
- (b) Service Members for admission to the Club shall carry the endorsement and certification as to the correctness of details of the Sandakan Commanding Officers of KD SRI SANDAKAN, Armed Force of Federation of Malaysia and the Royal Malaysian Police and shall be proposed and seconded by the Commodore or Flag Officer and the Secretary.
- (c) Corporate Members for admission to the Club shall carry the endorsement and certification as to the correctness of details by the management of the Corporation under which the application is made and shall be proposed and seconded by the Commodore or any Flag Officer and the Secretary.

8. ELECTION OF CANDIDATES: The Committee shall consider all applications for Membership at the meeting next following the expiration of ten days from the date thereof, and a candidate shall be elected by a majority of two thirds of the Committee Members present and the voting shall be by ballot if it is so decided by any member of the Committee. A Committee Member to whom the candidate is unknown shall abstain from voting. Pending election, a candidate shall enjoy all the privileges of the type of membership for which he is proposed other than those of voting, proposing and seconding prospective members, introducing guests, signing and credit.

9. NOTICE OF ELECTION : The Honorary Secretary shall send to each newly elected member, immediately upon his election, written notice thereof together with the copy of these Rules and upon payment of his entrance fee and first subscription, he shall become a member of the Club. The proposer of a person whose application for membership is rejected shall be so informed by the Honorary Secretary.
10. MEMBERS' SPOUSE: The spouse of a Member elected as such shall enjoy the rights as the member.
11. FAMILY PRIVILEGES: Members' children under the age of 18 years shall be entitled to use all the facilities of the Club. Members shall be responsible for all debts and other liabilities to the Club which have been incurred by their families and shall be responsible for their due observance of the Club Rules and Bye-Laws.
12. MEMBERS OF AFFILIATED CLUBS : Members of Affiliated Clubs visiting, but not resident in, the District of Sandakan may, upon the production of an introduction card from such Affiliated Club, be admitted as guests for such period stipulated on the said introduction card but not exceeding three months and upon their names being entered in the Visitors' Book. Credit and signing facilities are not available to such visitors.
13. GUESTS: Guests may be introduced to the Club by a Member writing his and their names in the book provided for this purpose. The Member shall be liable for all debts incurred by the guest or on his behalf. No one person may be introduced as a guest for more than six several days in one year. No person whose application for Membership has been rejected, or who has been expelled from the Club, may be introduced as a guest.
14. DELETED
15. (a) RESIGNATION OF MEMBERS: Any member may resign his membership by giving to the Honorary Secretary a notice in writing to that effect but such member shall be liable in addition to all arrears and other monies (if any) due from him to the Club and to pay the Subscription due for the month in which such notice is given.
- (b) RE-ELECTION OF FORMER MEMBERS: Any such member having discharged his liabilities to the Club and wishing to rejoin may be re-elected and the Committee at its discretion may excuse him any further entrance fee on condition that two members of good standing, stand as guarantor for all future debts for a period of three (3) years.
- (c) SUSPENSION AND EXPULSION:
- (i) The Committee may at any time suspend and may, after due notice and inquiry, expel any member of the Club on the ground of any conduct in or out of the Club which in the opinion of the Committee is injurious to the interests of the Club or renders such member unfit to associate with members of the Club
- (ii) A person elected or appointed as a Committee or Sub-Committee Member shall not engage in or enter into any business, financial or contractual arrangement, which he has a direct or indirect interest with the Club. A person who has infringed this Rule will be expelled.

(d) RIGHT TO APPEAL: Any such member expelled from the Club under (c) above shall have the right within 14 days to require the Committee to convene a General Meeting of the Club and the Committee shall within 14 days of such requisition convene such a meeting accordingly. The only business at such meeting shall be to approve and disapprove the action of the Committee in expelling such member who shall be afforded an opportunity of addressing the meeting in his defence before any voting takes place. If such action be disapproved such expulsion shall be rescinded and shall have no effect. The voting at any such meeting shall be by ballot if any five or more members thereat shall so demand.

16. EFFECT OF CEASING TO BE A MEMBER: Any Member ceasing to be a Member shall forfeit all his rights to the property and funds of the Club.

17. ACCOUNTS AND AUDIT:

(a) FINANCIAL YEAR : The Club's Financial Year shall be from 1st of January in one year to 31st December in the same year;

(b) AUDIT: The Accounts of the Club shall be audited by an Auditor who will be elected at each Annual General Meeting. He may be required by the Committee to audit the accounts for any period within his tenure of office at any date and make a report to the Committee;

(c) Should the position of Auditor become vacant after the election, the Committee are empowered to appoint a replacement.

18 ENTRANCE FEES AND SUBSCRIPTIONS:

Entrance fees and subscriptions are as set out below. They may be altered by a General Meeting of the Club

	<u>Entrance Fee</u>	<u>Subscription Fee</u>	<u>Transfer Fee</u>
(a) Resident Members			
(i) Bachelor	RM 5,000	RM 44 p.m	N/A
(ii) Spinster	RM 5,000	RM 36 p.m	N/A
(iii) Married Couples	RM 5,000	RM 50 p.m	N/A
(b) Non Resident Members	RM 5,000	RM160 p.a	N/A
(c) Temporary Members	Nil	RM100 p.m	N/A
(d) Members' Children 18, 19 & 20 years of age	RM 30	RM 10 p.m.	N/A
(e) Honorary Vice Commodores	Nil	Nil	N/A
(f) Honorary Members	Nil	Nil	N/A
(g) Life Members	RM10,000	Nil	N/A
(h) Service Members	Nil	RM 50. p.m.	N/A
(i) Corporate Members	RM10,000	RM100 p.m	RM1,000

(For 2 persons)

And the existing Special Reserve Fund Account and the amount therein, shall continue to exist, and shall be spent only by decision of a General Meeting for major development purposes, consistent with the Club's objects.

19. MEMBERS' ACCOUNTS: Members shall make cash advances to the Club from time to time so that purchases in the Club shall be individually offset against ledger accounts always in credit. Subscriptions and any other fees owed shall be offset against ledger accounts standing in sufficient credit or otherwise levied by a bill.

A bill shall be paid before the end of the month in which it is delivered. If the bill is not so paid, the Member shall be suspended from membership and his name shall be posted on the Club Notice Board. At the expiration of one month from the date of posting on the notice board he shall therefore cease to be a member, provided always that:-

- (a) A Member may withhold payment upon raising with the Honorary Treasurer a query on the correctness of his account;
- (b) The Committee may reinstate any Member who has been suspended or has ceased to be a Member under this rule, for good reasons shown.

20. OFFICERS OF THE CLUB :

- (a) The officers of the Club shall consist of three Flag Officers, namely a Commodore, a Vice Commodore, a Rear Commodore, Honorary Secretary and Honorary Treasurer. The Officers shall be elected at each Annual General Meeting and shall hold office until the next succeeding Annual General Meeting, when they retire, but shall be eligible for re-election.
- (b) The Senior Flag Officer present shall preside at all Meetings of the Club.
- (c) In case of any casual vacancy the Committee may appoint one of themselves or some other Member of the Club to act in any such office as may be vacant until the next Annual General Meeting.

21. MANAGEMENT :

- (a) COMMITTEE MEMBERS: The Club shall be managed by a Committee consisting of three Flag Officers plus a Secretary, Treasurer and four ordinary Members, all of whom shall be Members in good standing and shall be elected at the Annual General Meeting.
- (b) VACANCY ON COMMITTEE: In the event of a vacancy on the Committee, the Committee may appoint a Member to fill such vacancy.
- (c) ELECTION TO COMMITTEE : Candidates for election to the Committee shall be proposed and seconded in that behalf by two other members and must signify their willingness to stand if elected at least six days before the date set down for election. Thereafter they shall be eligible for any position within the Committee.
- (d) The Committee shall as far as possible be Malaysian citizens.

22. SUB-COMMITTEE: The Committee may appoint a Sub-Committee or Sub Committees to be constituted as the Committee think fit and may appoint Officers and may delegate to such Sub-Committee or Sub-Committees or Officers such part of its duties or powers as the Committee think fit.
- 23 (a) SECRETARY: The Honorary Secretary, elsewhere referred to as the Secretary, shall conduct the correspondence of the Club and shall have custody of documents belonging to the Club. He shall keep proper minutes of all proceedings of the Club and of the Committee. He shall duly convene Meeting as directed by the Commodore or any other three members of the Committee. It is his duty to carry out the instructions of the Committee. He must see that only such people make use of the Club as are entitled to do so and must report to the Committee any infringement of the Rules and Bye-Laws as may come to his notice. In case of any Members grossly misbehaving himself on the Club premises he may request him to leave the Club premises and in the absence of the Secretary any other Member of the Committee may exercise this power. The Secretary shall maintain a membership register with particulars of Members.
- (b) TREASURER: The Honorary Treasurer, elsewhere referred to as the Treasurer, shall be in charge of the finances of the Club and shall receive entrance fees, subscriptions and all other monies due to the Club and his receipt shall be the only discharge recognised by the Club. He shall keep the accounts of the Club and shall make up the annual statement of account and balance sheet as at the 31st December in each year which shall be submitted to the Club at the then next General Meeting and a copy thereof shall be posted on the Club Notice Board at least fourteen days before such Annual General Meeting.
- (c) CHEQUES: The Honorary Treasurer and anyone of the three Flag Officers shall sign all cheques of the Club, in respect of all normal and regular expenditure incurred by the Club. Exceptional and irregular expenditure shall require the approval of the Committee and such approval shall be recorded in the minutes of Committee proceedings.
24. COMMITTEE MEETINGS: Meeting of the Committee shall ordinarily be held once a month. Meetings may be convened by any three Committee Members. Six Committee Members shall constitute a quorum. If votes be equal, the vote of the senior officer voting shall count as two votes.
25. BYE - LAWS: The Committee may from time to time make, alter and repeal Bye-Laws regulating the use of the Clubhouse by Members, the admission of guests to the Clubhouse, the holding of Regattas and sailing matches, and generally for the good conduct of the affairs of the Club. Such bye-laws shall, providing they are not inconsistent with the rules of the Club for the time being, be binding on all Members until they are rescinded or varied by the Club in a General Meeting.
26. (a) TRUSTEES: The property of the Club shall be vested in three Trustees who shall be Sabahans and such Trustees shall be appointed by the Committee and the property of the Club shall be vested in them to be dealt with by them as the Committee may from time to time, direct by resolution (of which an entry in the minute book shall be conclusive evidence). The Trustees shall be indemnified against risk and expense out of the Club property. The Trustees shall hold office until death or resignation or until removal from office by the Committee. Whereby reason of such death, resignation or removal it is necessary that a new Trustee or Trustees be appointed, the Committee shall nominate a person or persons to be appointed the new Trustee or Trustees.

(b) The Trustees may deal with the property so vested in them by way of sale, mortgaged, charged, leased or otherwise howsoever as directed by the Committee. Such direction shall be given by resolution of the Committee passed by a majority of the members present at a duly convened meeting of the Committee and when so passed in favour of a purchaser, mortgagee, chargee, lessee or guarantee be binding upon all members of the Club. A certificate purporting to be signed by the Secretary for the time being of the Club in favour of the said persons shall be conclusive evidence that a direction complying in all respects with the above provisions of this rule was duly given to the Trustees.

27. BORROWING POWERS: The Club at the discretion of a simple majority at an Extraordinary General Meeting may from time to time borrow or raise or secure the payment of any sum or sums of money as it thinks fit for purposes of the Club, and may secure the repayment or payment of any such sums by mortgage or charge upon all or any of the property or assets of the Club.

28. GENERAL MEETING: An Annual General Meeting shall be held at the Clubhouse on some day in the month of February or not later than the 31st March in each year to be determined by the Committee. The business at such meeting shall be the election of the Officers and Committee, Auditors and Solicitors and passing of the accounts and any other business of which notice shall have been given to the Secretary not less than seven days before the meeting.

29. EXTRAORDINARY GENERAL MEETING:

The Committee may at any time and shall on the requisition of any fifty (50) members stating the business for which it is required convene an Extraordinary Meeting for any specific purpose and such meeting shall held within one month of the decision or requisition as the case may be.

30. NOTICE OF GENERAL MEETING: Notice of every General Meeting setting forth the business to be transacted at such General Meeting shall be sent to each Resident Member. Honorary Vice Commodore, Life and Service Member 14 clear days before the date of the Meeting by post or circular and shall be posted on the Club Notice Board for the same period. The omission to give any such notice to any Member shall not invalidate any resolution passed at such Meeting provided the notice shall have been posted on the Club Notice Board as provided by this Rule.

31. QUORUM AT GENERAL MEETING :

(a) The quorum at a General Meeting shall be one half ($\frac{1}{2}$) of the total voting membership or twice the number of the Committee Members whichever is the lesser.

(b) If within half an hour from the time appointed for the Meeting a quorum should not be present, the Meeting shall stand adjourned to the same day in the next week at the same time and same place. If at such adjourned Meeting a quorum shall not be present those Members who are present shall be deemed to be a quorum and may do all business which a full quorum might have done except they shall have no power to amend existing Rules.

(c) At any Meeting a declaration by the Chairman that a resolution has been carried or carried by a particular majority or lost or not carried by a particular majority shall be conclusive. The Commodore shall have a casting vote.

32. ALTERNATION OF RULES: These Rules may be altered or repealed or new rules may be made at an Extraordinary General Meeting duly summoned for the purpose by a majority of two-thirds of the members present and voting. No such altered, repealed or new rule may be brought into effect without the prior consent of the Registrar of Societies.
33. DISSOLUTION OF THE CLUB : If, at any Extraordinary General Meeting called for the purpose, a resolution for the dissolution of the Club shall be passed by a majority of two thirds of the members present and voting, the Committee shall thereupon or at such future date as shall be specified in such resolution proceed to realise the property of the Club and after the discharge of all liabilities shall distribute the balance of the Club's assets in such manner as the Club in General Meeting shall have decided when passing the resolution of the Club and upon the completion of such distribution the Club shall be dissolved. Notice of Dissolution shall be given within fourteen days of the dissolution to the Registrar of Societies.
34. NOTICES :
- (a) ADDRESSES: It shall be the duty of all Members to keep the Secretary informed of their addresses and all changes of address.
 - (b) NOTICE: Any notice may be sent to any Members at his last known address and upon the posting of such notice the said notice shall be deemed to have been given and received by such Member for any purpose required by these Rules.
 - (c) NOTICE BOARD: A notice placed on the Club Notice Board shall be deemed to be good notice to all Members.
35. LIMITATION OF LIABILITY: The Club shall not be liable for the death or personal injury or loss or damage to the property of a Member or his guest or any other person present on the Club premises arising in any way whatsoever from his membership or presence in the Club or through his or their use or enjoyment of the Club, its amenities, privileges, facilities on land or at sea or otherwise howsoever arising.
36. CASUS IMPROVISUS: Where these Rules give a General Meeting a power which is not exercised at a particular General Meeting any previous exercise of that power shall remain in full force and effect.
37. PROHIBITIONS :
- (a) The Club shall not hold any lottery whether confined to its Members or not in the name of the Club except with approval of the relevant authorities.
 - (b) The Society shall not attempt to restrict or in any other manner interfere with the trade or prices, or engage in any Trade Union activities as defined in the Trade Union Ordinance, 1959.
 - (c) No Member shall use or expose in the Club any firearms, offensive weapons or explosive materials unless a Member of the Armed Forces on duty.

BYE-LAWS OF THE SANDAKAN YACHT CLUB

1. Sailing Rules: The Sailing rules shall be those of International Yacht Racing Union together with such permissible variations as may be made by the Sailing Committee.
2. Regattas : The Committee may in every year arrange one or more Regattas and may appropriate to the provision of suitable prizes, therefore, out of the funds of the Club such sums as they shall think fit but not exceeding one fourth of the annual subscription of those Members who are yacht owners (whether solely or jointly) and if the yacht be not owned by an individual person or persons the Committee may appropriate in respect of each of such yachts an amount not exceeding the like amount appropriate in the case of a yacht-owning Members.
3. Arrangement for Regattas: All arrangement for regattas, sailing matches and races shall be made by the Committee and all disputes arising out of the same shall be referred to the Committee whose decision shall be final.
4. Boats let on hire not entitled to Club privileges: No vessel which shall used for trade or business or letting for hire, or any purpose other than pleasure shall be entitled to the benefits or privileges of the Club. Provided always that this regulation is not intended to preclude any member from occasionally letting his vessel or using the same for his personal business purposes as well as for pleasure or to deprive such vessel of the benefits and privileges aforesaid except for the time during which she shall be let or on hire.
5. Club Servants: No Club Servant may be a Member of the Club. The Committee shall have the absolute power to engage and dismiss any Servant. No Club Servant shall be empowered to cash any cheque or advance any Club money to or for any member.
6. Gratuities: No Club Member shall give any Club Servant any reward or gratuity. Provided that this rule shall not prevent Members from subscribing to a Christmas Box for Club Servants.
7. Reprimanding Club Servants: No Member shall reprimand any Club Servant. Complaints of Servants behaviour may be either entered in the Suggestion Book or made to a Member of the Committee who shall bring the complaint to the attention of the Committee at the next Committee Meeting.
8. Suggestion Book: There shall be a Suggestion Book kept on the Club premises and the Committee shall attend to all matters raised therein at the next following Committee Meeting.
9. Damage to Club property: The Committee may require any Member responsible for damage to or breakage of Club property to pay for or make good such damage or breakage.

10. Removal of Club Property: No Club property may be removed from the Clubhouse provided that the Committee may authorise such removal subject to such conditions as they may think fit.
11. Copies of Rules and Bye-Laws: The Secretary shall keep an up-to-date master copy of the Rules and Bye-Laws of the Club which shall be made available on the request of any Member.
12. Prices: The Committee shall fix the prices of drinks, food and other articles sold in the Club and shall keep an up-to-date list of bar prices exhibited in a conspicuous position.
13. Late Fees: Late Fees are payable at a rate to be fixed by the Committee on drinks sold after 11:00 pm on ordinary nights. No late fees are payable on Club nights.
14. Pets: No domestic animals or pets shall be permitted to remain on the Club premises.
15. Members' children: Members' children under the age of 18 may enter the Club premises, but shall be deemed to be under the custody and control, whether constructive or otherwise, of the parents.

ADMINISTRATIVE BYE-LAWS OF THE SANDAKAN YACHT CLUB

16. (a) An Administrative Fee of RM 50.00 will be levied on any Member who wishes to be reinstated to signing powers at the bar.
 - (b) An Administrative Fee of RM 100.00 will be charged to suspended Members who wish to be reinstated to signing powers at the bar.
 - (c) The Administration Fee charged to an expelled Member rejoining the Club will be RM 200.00
 - (d) An Administration Fee of RM 50.00 will be charged to Non-Resident Members' accounts who are in debit on the 1st of February each year.
 - (e) Non-Resident members' accounts which are in debit on the 1st of the following month will incur an Administration Fee of RM 100.00
 - (f) Non-Resident members' accounts which are in debit at the end of the 3rd month will be expelled, and an Administration Fee of RM 200.00 will be charged to a Non-Resident expelled Member rejoining the Club.
17. DELETED
18. GUEST ENTRANCE

Any Member who is found not signing in his guest under Rule 13 is liable to be fined RM 25.00.

19. BOAT PARK, SLIPWAY AND JETTY

(a) BOAT PARK AND SLIPWAY

- (i) A Member wishing to use the Clubs Boat Park and Slipway must first submit a duly completed registration form to the Rear Commodore for his approval. Acceptance of boats for registration is subject to the availability of parking space in the Boat Park.

Only Members' boats duly registered with the Club and paying the prescribed fees may use the Boat Park and Slipway.

Non-Resident Members shall only be allowed to register their boats upon payment in advance of one (1) year of the prescribe parking fee. Thereafter, the annual fees shall be payable on or before the 10th day of each subsequent year(s).

The prescribed monthly fees (excluding Government Service Tax) per boat are as follows:-

	RM
Row Boat	10.00
Power boat under 10HP	100.00
Power boat above 10HP	200.00
Power boat used for business purposes	600.00

Should any unregistered boat, whether or not belonging to a Member, be found using the Boat Park and Slipway, the Member or person responsible for such act shall be charged with a fee to be determined by the Committee and the boat removed immediately from the Boat Park.

- (ii) A Member who has sold his registered boat must immediately notify the Rear Commodore in writing, irrespective of whether the boat is sold to another member or Non-Member.

Where the boat is sold to another Member, the new owner must immediately apply to the rear Commodore for re-registration of the boat.

Where the registered boat is sold to a Non-Member, the Member concerned must ensure that the boat is removed immediately from the Boat Park. Should there be any delay in the removal of the boat from the Boat Park, the Member concerned shall be charged with a fee at the discretion of the Committee.

- (iii) All boats including trailers using the Boat Park must carry the owners' Membership and Marine Department Registration Numbers.
- (iv) A Member who wishes to bring his boatman/worker into the Boat Park to service his boat must register him in accordance with Rule 13.

- (v) The Committee reserves the right to revoke the registration of any boat found:-
- Not sea-worthy;
 - Not in use for at least 6 months. For this purpose, the launching of any boat within this specified period for the sole purpose of fulfilling this requirement shall be ignored and the boat treated as not in use;
 - To have broken or unserviceable trailer;
 - To have been change in size or horse power without the prior approval of the Committee;
 - To belong to a suspended or expelled Member;
 - To have infringed Bye-Law 19 (a) (i), (ii), (iii) and (iv).
- (vi) The Club shall not be held responsible for any theft or damage to the boats arising from its use of the Boat Park or Slipway.
- (vii) The Club shall not be responsible to clean any of the boats using the boat park.
- (viii) Arrangement for parking of all registered boats in the Boat Park shall be at the discretion of the Rear Commodore.
- (ix) The Club shall not guarantee the future availability of the Boat Park. Should the Boat Park land be unavailable for the Club's use by reason beyond the Club's control, all parking arrangement for the registered boats shall cease and the Club shall not be obliged to seek or provide alternative parking space for the registered boats.
- (b) JETTY
- (i) The Jetty shall be used by the Club's registered boats only for embarking and disembarking of passengers.
- (ii) Members may use the Jetty for embarking or disembarking from unregistered boats, however, loading and unloading of goods other than recreational sports gears, are strictly prohibited.
- (iii) Non-Members may use the Jetty after obtaining prior approval from the Committee and paying a fee to be prescribed by the Committee.
- (iv) Members using the Jetty shall be held responsible for any damage caused on the Jetty by their boats irrespective of whether the boats are registered with the Club.

ADMINISTRATIVE BYE - LAWS OF THE SANDAKAN YACHT CLUB

- 16. (a) An Administration Fee of RM50.00 will be levied on any Member who wishes to be reinstated to signing powers at the bar.
 - (b) An Administration Fee of RM100.00 will be charged to suspended Members who wish to be reinstated to signing powers at the bar.
 - (c) The Administration Fee charged to an expelled Member rejoining the Club will be RM200.00.
 - (d) An Administration Fee of RM50.00 will be charged to Non-Resident Members' accounts who are in debit at the 1st February each year.
 - (e) Non-Resident Members' accounts which are in debit on the 1st of the following month will incur an Administration Fee of RM100.00.
 - (f) Non-Resident Members' accounts which are in debit at the end of the 3rd month will be expelled, and an Administration Fee of RM200.00 will be charged to a Non-Resident expelled Member rejoining the Club.
17. DELETED
18. GUEST ENTRANCE

Any Member who is found not signing in his guest under Rule 13 is liable to be fined RM25.00.

19. BOAT PARK, SLIPWAY AND JETTY

(a) BOAT PARK AND SLIPWAY

- (i) A Member wishing to use the Club's Boat Park and Slipway must first submit a duly completed registration form to the Rear Commodore for his approval. Acceptance of boats for registration is subject to the availability of parking space in the Boat Park.

Only Members' boats duly registered with the Club and paying the prescribed fees may use the Boat Park and Slipway.

Non-Resident Members shall only be allowed to register their boats upon payment in advance of one (1) year of the prescribed parking fee. Thereafter, the annual fees shall be payable on or before the 10th day of each subsequent year(s).

The prescribed monthly fees (excluding Government Service Tax) per boat are as follows:

	RM
Row boat	10.00
Power boat under 10HP	100.00
Power boat above 10HP	200.00
Power boat used for business purposes	600.00

Should any unregistered boat, whether or not belonging to a Member, be found using the Boat Park and Slipway, the Member or person responsible for such act shall be charged with a fee to be determined by the Committee and the boat removed immediately from the Boat Park.

- (ii) A Member who has sold his registered boat must immediately notify the Rear Commodore in writing, irrespective of whether the boat is sold to another Member or a Non-Member.

Where the boat is sold to another Member, the new owner must immediately apply to the Rear Commodore for re-registration of the boat.

Where the registered boat is sold to a Non-Member, the Member concerned must ensure that the boat is removed immediately from the Boat Park. Should there be any delay in the removal of the boat from the boat park, the Member concerned shall be charged with a fee at the discretion of the Committee.

- (iii) All boats including trailers using the boat park must carry the owners' Membership and Marine Department Registration Numbers.
- (iv) A Member who wishes to bring his boatman/worker into the Boat Park to service his boat must register him in accordance with Rule 13.
- (v) The Committee reserves the right to revoke the registration of any boat found

- Not sea-worthy;
 - Not in use for at least 6 months. For this purpose, the launching of any boat within this specified period for the sole purpose of fulfilling this requirement shall be ignored and the boat treated as not in use;
 - To have broken or unserviceable trailer;
 - To have been changed in size or horse power without the prior approval of the Committee;
 - To belong to a suspended or expelled Member;
 - To have infringed Bye-Law 19 (a) (i), (ii), (iii) and (iv).
- (vi) The Club shall not be held responsible for any theft or damage to the boats arising from its use of the Boat Park or Slipway.
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- (ix) The Club shall not guarantee the future availability of the Boat Park. Should the Boat Park land be unavailable for the Club's use by reason beyond the Club's control, all parking arrangement for the registered boats shall cease and the Club shall not be obliged to seek or provide alternative parking space for the registered boats.
- (b) JETTY
- (i) The Jetty shall be used by the Club's registered boats only for embarking and disembarking of passengers.
- (ii) Members may use the jetty for embarking or disembarking from unregistered boats, however, loading and unloading of goods other than recreational sports gears, are strictly prohibited.
- (iii) Non-Members may use the Jetty after obtaining prior approval from the Committee and paying a fee to be prescribed by the committee.
- (iv) Members using the Jetty shall be held responsible for any damage caused on the Jetty by their boats irrespective of whether the boats are registered with the Club.
- (c) SLIPWAY
- (i) ONLY boats registered with the Club and paying the prescribed fees may use the slipway. Boats not registered may not use the facility even it owned and or accompanied by a Member.

20. VOTING

Any Members whose account is in debit shall not be eligible to actively participate at any Annual General Meeting or Extraordinary General Meeting or vote at any such meeting, or be considered for election to any position on the Club Committee.

21. SWIMMING POOL

- (a) The SYC will not be responsible for any legal liabilities as a result of activities at the pool and spa.
- (b) The pool and spa facilities are only open to members.
- (c) Members are requested to show their Club Membership Cards to gain entry to the pool and spa.
- (d) Members must be suitably attired to gain entry to the pool and spa.
- (e) All Members must shower and use the foot-bath immediately before entering the pool and spa.
- (f) No food and drink will be allowed at the pool-side (tiled area).
- (g) Smoking is prohibited in the pool, spa and pool-side area.
- (h) Children under the age of 12 years must at all times be accompanied by an adult while in pool or spa.
- (i) No children allowed in the spa after 5:00 p.m. each day.
- (j) No amah or domestic is allowed in the pool and spa.
- (k) The Committee / Sub-Committee reserves the right to close the pool to swimmers as it deems necessary.
- (l) The pool and spa shall be opened to swimmers from :

MONDAY TO FRIDAY	10:00 AM - 8:00 PM
SATURDAY, SUNDAY PUBLIC HOLIDAYS	9:00 AM - 8:00 PM
- (m) No horseplay, running, or unruly behaviour is allowed in the pool and spa area.
- (n) The depth of the pool being insufficient for diving, no diving is permitted from the paved area.
- (o) No toys, rubber ducks etc will be allowed into the pool. Only approved armbands, polystyrene rings and kick boards will be permitted into the pool.

(p) The Swimming Pool Sub-Committee will deliberate on all matters concerning the pool and spa facilities and recommend to the main Committee for necessary action.

(q) No Life guard is provided.

22. TEMPORARY MEMBERS

The monthly fee, at the discretion of the Committee, may be paid weekly.

23. CORPORATE MEMBERS

The monthly subscription fee for Corporate members will be RM100 each.

24. PARKING LOTS

The row of parking lots in front of the clubhouse is reserved for the Committees, Trustees and Honorary vice Commodores only. The allocated parking lots are clearly marked with signboards.

Members are not allowed to park at the designated parking lots even if they are all empty.