



The Calcutta Swimming Club
1, Strand Road, Kolkata - 700 001 1887

26 December, 2014

CIRCULAR

E-BILLING ACTIVATION OF SMART CARD AND ACCESS CONTROL

Dear Member,

In keeping with the times, for meaningful and qualitative reasons and in the interest of Members, the under mentioned facilities/procedures are being instituted in the New Year. With effect from 01 January 2015 the following systems will be operative.

1. E Billing of Subscription Bills. Subscription Bills will be e-mailed as e-bills. As a backup-up till the procedure stabilises, the hard copy of the Bill would also be available. The payment of the bills however will continue in the manner as is in vogue. Your email address therefore needs to be intimated/updated on priority if not already done. On stabilization of this system, the hard copy of the Bill will no longer be in use. If the MEMBER'S DATA SHEET, already circulated, has not yet been submitted priority action needs to be taken and if required the DATA SHEET can be downloaded from the Notice Section of the Club's Website www.calcuttaswimmingclub.com.
2. Access Control. The Smart Card will have to be activated at the Reception (Doorman) for any facility utilization / monetary transaction to be effected, on every visit to the Club. The device for the activation of the Smart Card will only be available at the Reception. Being in possession of your Smart Card and activating it at the Reception on arrival is therefore vital.
3. Guest's Entry. A Member intending to introduce guests into the Club will first have to activate his/her Smart Card. Names of the guests will then have to be entered in the Register as is in vogue. The number of guests will then be entered into the system by the Doorman and the requisite fee amount collected. Entry of guests therefore, will not be possible without the presence of the Member.

Col. A K Singh(Retd.)
Secretary