



CIRCULAR

AIDE MEMOIRE : MEMBERSHIP ESSENTIALS

Every now and then, queries are received from Members or recourse sought, on different facts of their Membership. While there is a general awareness of the various compliances, in the involvement of our day to day changing priorities, certain important ingredients of the Rules & Bylaws of the Club tend to be overlooked, and in certain cases a degree of unsurety also prevails. Enumerated below are the subjects invariably upon which clarifications/assistance is sought.

1. Payment of Subscription and Credit Bills.

(a) Subscription Bills are required to be paid in the first month of a Quarter, viz in the months of April, July, October and January, and not at any time during the Quarter. Non compliance of this requirement not only results in administrative charges being levied towards the delayed payment, but may also result ultimately, in your name being posted on the Club's Notice Board for non payment.

(b) Credit Bills are required to be cleared within the next month of the facility having been availed of. Again, the non compliance attracts charges and could result in your name being posted for non payment and withdrawal of the credit facility.

(c) If the concerned Bill – Subscription or Credit – is not received by the tenth day of the relevant month, or for any matter related to Billing do get in touch with Shri Shibaji Ghosh on 03322482894/95 Extn 207.

2. Absentee Membership.

(a) Applicable to Member's who for any reason, have to reside elsewhere, outside Kolkata for a period in excess of 90 Days, eg. for education purposes, profession, training, temporary assignment / undertaking etc. The Club provides for taking care of the absence and financial obligations towards the Club by granting of what is referred to as the Absentee Membership.

(b) Absentee Member's are required to pay only 50% of the regular Subscription and the Minimum Usage Charge is not applicable.

(c) Accounting of this period is done on quarterly basis for one, two, three or four Quarters and no Member shall remain on the Absentee List for more than four quarters (12 months) at one stretch. The Quarters are not as per the Calendar or Financial Year.

