



18 CLIFFORD STREET

LONDON W1S 3RF

Tel: 020-7734 2337

GUIDANCE FOR VISITING RECIPROCAL MEMBERS

Dress Code

The preferred order of dress is a suit of sober colour but a jacket or blazer with tailored trousers is very acceptable. Tweed or linen suits, corduroys and chinos are also acceptable. Proper, clean shoes are required. The emphasis is on being smart and well turned out.

The following are unacceptable; jeans/denim, trainers, sandals, very casual attire, collarless shirts, absence of a tie.

It is the member's or the host's responsibility to see to it that their guests also conform and that they are informed accordingly before they come to the Club. Lady guests should conform. It is appreciated that sometimes it is difficult to impose such rules upon your guests but please be kind enough to inform them that if they are inappropriately attired they may be refused entry. We do try and be as flexible as possible and in case of difficulty do please ask for the Secretary or Duty Manager who will be experienced in handling such matters."

Mobiles and Tablets

Use of mobile phones and tablets such as iPads in the public rooms of the Club is **strictly forbidden**. It is appreciated that many Members and guests use a Smartphone, Blackberry or similar device such as a diary or notebook and that is quite acceptable but the ring tone should be switched to silent and calls neither taken nor made, nor should you text. It is particularly important that you inform your guests accordingly. Inevitably some mobiles do go off and no action is taken as the embarrassment is usually enough! We are not draconian. However, if a mobile does go off and is then actually used for a conversation a suitable fine is likely to be imposed immediately- probably a round of drinks for all present! Mobiles and PCs may be used at meetings in private rooms on the 2nd floor.

Ladies in the Club

Lady guests are very welcome but there are some restrictions. After 1800hrs there are no restrictions at all as to where they can go. At other times they may not use the Main Dining Room, Gallery or American Bar and access to other rooms is via the Blue staircase and, like all members and guests, they use the front door. Ladies may be entertained for lunch in one of our private dining rooms but Members are asked to advise the club if that is to be the case so that suitable arrangements can be made.

Identification

We would respectfully request that visiting Members present a letter of introduction or a membership card on arrival.

Opening hours and meals

The club is open as follows;

Monday – Thursday 0900 – 2330hrs
Friday 0900 – 1600hrs

Main Dining Room 1230 – 1500hrs (Last orders 1430hrs)
 1900 – 2300hrs (Last orders 2130hrs)

American Bar 1100 – 2300hrs

Children

Children under 14 are not permitted in the club unless for a private party. Young gentlemen (and lady) guests of 14 or over are very welcome but they must abide by the dress code.

Business papers

It is not permitted to show business papers or produce them in the club unless a meeting is taking place in one of the private rooms. Certainly in the public rooms it is not allowed. To avoid this happening briefcases are asked to be left downstairs.

Function and Dining Room bookings

It is advisable to book a table for lunch and dinner, especially the latter just in case there is a function when space may not be available. There is no need to book for the Cad's (Club) table but do please ring to advise that you may be coming. Function rooms can be booked through the Private Functions Manager and there is a wide selection of rooms available for various numbers and events.

Payments

All accounts (apart from Private Function accounts) must be settled before departure. Payment in the club can be by cash, cheque, or credit card (transaction fees apply).

Credit card charges

For amounts of less than £100 a £2.75 transaction fee applies. Over £100 a fee of 2.75% is applied. We do not accept American Express or Diners. UK bank Debit cards do not attract a transaction fee.

Last updated 12 April 2016