

SUMMARY OF CLUB RULES

1. Membership Charges

Membership consumption in the Club is charged to your account. The balance will be reflected in Members' monthly statements on the Member Portal after each visit. Members will receive their monthly statement in the second week of each month (approximately between the 10th-13th) and their bank account will be debited on or around the 21st of each month. All charges must be settled via direct debit from a nominated bank account, therefore Members' must have a direct debit set up.

2. Guests

Members may bring up to 3 guests at any time. Guests who are meeting a Member with a reservation at the Brasserie or Café Carlyle are to be shown directly to their table. However, guests meeting Members without a reservation may enter the Club but will need to wait at the seating area by the Membership Services desk. While Members are eligible to 3 hours of complimentary valet parking per day upon the presentation of a receipt from the Club, please note guests of Members' are responsible for their own parking fees.

3. Dress Code

Generally, we adopt a smart-casual approach to dressing, however, rubber flip flops, rubber sandals or rubber slides, swimwear, and men's sleeveless tops are considered unsuitable attire. When visiting Café Carlyle for a ticketed evening, the dress code is cocktail attire for women and men must wear a jacket, collared shirt, tie, trousers and leather shoes; jeans are not acceptable, as we'd prefer Members dress for the occasion. Please ensure that attire worn at the Club is appropriate and you should ensure your guests are aware of the Club's dress code prior to arriving. The Club reserves the right to refuse admission to those dressed inappropriately.

4. Children

Children aged 18 and over are welcome in all of the Club spaces and must be accompanied by a Member at all times. Children under the age of 18 are only allowed in the Brasserie during permitted times. For example, on weekdays, children aged 12 and over are welcome to the Brasserie for breakfast and lunch. On Saturdays, children aged 3 and over are welcome for breakfast and lunch, while on Sundays and Public Holidays, children aged 3 and over are welcome for breakfast, lunch and dinner. For private events, Members may bring children of any age. For guests staying in the Bedrooms, children must be aged 12 years and over.

5. Technology

Members and guests must be mindful when using their phones, which should be kept on silent mode at all times. Any audio from mobile phones, tablets and laptops should be

enjoyed with headphones, and phone calls should only be taken in one of the designated phone booths or on either the Terrace or the Small Terrace. Members may use their tablets and laptops in the designated areas, namely the Study, Reading Room, Library, Terrace, Bar and Lounge. Members may only use their laptops during breakfast hours in the Brasserie. Laptops and tablets are not permitted in Café Carlyle and The Counter. We do ask that tablets and laptops being used on the Terrace and in the Bar and Lounge are put away at 6pm.

6. Smoking

No smoking is permitted inside Carlyle & Co. at any time. However, Members or guests may smoke in the designated section of the outdoor Terrace and the Small Terrace.

7. Photography/Videography

With the exception of private events, or when Members are on the Terrace and the Small Terrace, photography and filming isn't permitted within Club spaces.

8. Domestic Workers

Domestic workers are welcome at Carlyle & Co. as part of a Member's guest allocation, but, as with any guest, must follow the Club's dress code, rules and code of conduct.

9. Pets

Pets are not permitted in the Club spaces at any time. Service dogs are the only exception.

10. Private Event Spaces

Carlyle & Co. incorporates a number of spaces that can be booked for private events. Private event spaces on floor 55 include: the Brasserie Private Dining Room, the Study and the Tasting Room in the Cellar. On floor 56, they include: the Living Room, Dining Room, the Chef's Table and the Games Room – which can also be collectively booked out as The Apartment. Lastly, there is the Music Room. All spaces may be booked up to 3 months in advance. These spaces may only be booked by Members on a first come, first serve basis, and the Member must be present for the event, and is therefore responsible for the guests present. All private event bookings may be made through the Member Portal or by emailing our dining reservations team at hongkong.diningreservations@carlyleandco.com

11. Valet Parking

Members can enjoy three hours of complimentary valet parking per day with the presentation of a validated receipt from their Club visit. However, this is subject to availability and is not applicable to Members' guests.

12. Member Events Cancellation Policy

Our complimentary Member Events have proven to be extremely popular. To ensure we're able to accommodate as many Members as possible, from July 2021 onwards on-the-day cancellations or non-attendance of an event will incur a \$500 charge, so please do let us know in advance if you're not planning on joining us. You can cancel your spot under My Bookings on the Member Portal.

13. Member Card Replacement

All Members are required to bring their Member Cards with them when visiting the Club. If a Member loses or has their Member Card stolen, then they will need to notify the Member Services or Membership Team and a replacement card will be arranged. Members will be charged a replacement fee, which will be added to their monthly statement.

14. Corkage Policy

- *The corkage policy applies to all Members and is \$250 for any 750ml bottle, with a maximum of one bottle per person brought into the Club. Wine locker rental does not bypass the corkage fee.*
- *For any wines exceeding 750ml, for example for a Magnum (1500ml) the corkage would be \$500 and a double Magnum (3000ml) the corkage would be \$1,000*
- *Wines of the same label as those on our menu cannot be brought into the Club, regardless of the vintage (for example if a Member brings a bottle of 2010 Far Niente Chardonnay to the Club it cannot be consumed on the premises as there is a 2018 Far Niente Chardonnay on the wine list)*
- *Wines bought at "takeaway prices" from the Club cannot be consumed on Club premises*
- *The Club has a "Buy one, Waive one" policy when it comes to corkage, meaning, if a Member brings a bottle of wine into the Club and also buys a bottle of wine off the Club menu, then the corkage fee will be waived*
- *Wines brought in by Members (regardless of whether the Member retains a wine locker) may only be consumed within the Brasserie, Café Carlyle and private event spaces that have been booked by the Member*