

HOUSE RULES AND SERVICES

The House Committee has full power to make, suspend, amend or otherwise modify the House Rules at any time without notice.

Tariffs and regulations for the use of all departments are under the control of the House Committee.

The House Committee is charged by the Board of Directors with the duty and responsibility, when necessary, of calling to the attention of a member, violation of the Bylaws or these Rules." The House Committee may, upon a finding of inappropriate conduct by a member or upon the belief that such action is in the best interests of the Club, suspend a member's privileges with respect to certain areas of the Club House or with respect to certain Club events.

I. HOURS AND SERVICES

The House Committee shall establish the hours of service in all areas of the Clubhouse.

RESTAURANT

Groups of eleven or more persons are required to use the facilities of the private dining rooms. Minor exceptions can be made in Cathedral Hall; however, advanced reservations are required under these circumstances.

Business equipment such as cellular phones and personal computers are not allowed in the locker rooms, dining or bar areas. Individuals needing these services may use them in the designated areas.

Limited workpapers are allowed in the dining rooms so long as it does not detract from the enjoyment of the Club by other members.

Cathedral Hall - Ninth Floor

Available to members, their spouses/civil union partners/domestic partners, surviving spouses and guests Monday – Friday dining. Reservations are not required for dinner but are suggested.

Private functions may also be held in this room within certain parameters, see Catering for more information.

College Hall - Eighth Floor

Self Service - luncheon only. Available to members, their spouses/civil union partners/domestic partners, surviving spouses and guests.

Front Grill - Seventh Floor

Available to members, spouses/civil union partners/domestic partners and their guests. Reservations are recommended.

President's Bar - Second Floor

Monday – Friday cocktail service available to members, spouses/civil union partners/domestic partners, surviving spouses and guests.

Private Dining Rooms

Private Dining Room reservations and arrangements for parties should be made with the Catering Office. Previously arranged menus are required in private rooms for more than six persons; up to ten people may be served a la carte at an additional server fee.

The Internal Revenue Service has established certain record keeping procedures with which all clubs must comply. So that we can comply with these regulations, a member will be required to fill out a questionnaire each time the member has a group of more than eight persons at the Club. These questionnaires will be retained in the Club files.

BAR AND LIQUOR DEPARTMENT

The House Committee reserves the right and has authorized the Club staff to refuse service whenever the staff deems it appropriate.

Corkage Charges

Members and guests are required, except in bedrooms, to use liquor or wine purchased from Club inventory when available. Corkage charges will apply to all alcohol served which is not normally carried on Club inventory.

Persons Under 21

No alcoholic beverages will be sold or served to any person under the age of 21.

CANCELLATION POLICY FOR SPECIAL EVENTS

Outside ticketed events (theater, opera, sporting, private museum viewings, etc.):

Since the tickets/entry to such events is nonrefundable, the member incurs full financial responsibility 30 calendar days prior to the event. The Club staff will provide a waiting list to the member if one exists.

Club events that include a full meal (wine dinners, fight nights, holiday buffets, learn at lunch, etc):

When cancellation is received, every effort will be made by the staff to fill the unused reservation. If the reservation cannot be filled, it is the member's financial responsibility as follows:

Notice of seven days or more on the *meal only* portion of a special event incurs no charge (any exceptions will be noted in the newsletter description of the event).

Cancellation more than 24 hours to seven calendar days prior to the event incurs a fifty percent (50%) charge of the cost of the event (exclusive of tax and gratuity).

Cancellation 24 hours or less prior to the event incurs one hundred percent (100%) charge of the cost of the event (exclusive of tax and gratuity).

CANCELLATION POLICY FOR PRIVATE DINING ROOMS

Cancellations or decreases in guaranteed headcount received less than 30 days prior to the day of the event will be charged in full of estimated charges based on the last known headcount.

Cancellations or decreases in guaranteed headcount received between 30-90 days prior to the event will be charged 75% of estimated charges based on the last known headcount.

Cancellations or decreases in guaranteed headcount received between 90-180 days prior to the event will be charged 50% of estimated charges based on the last known headcount.

BEDROOMS - THIRD, FOURTH, FIFTH AND SIXTH FLOORS

Bedrooms are available to members and guests, sons and daughters 10 years of age and older, if unmarried and resident in the home of a member or attending college. Charges for guests are higher than for members. Checkout time is 1 p.m. on day of departure unless special arrangements are made with the room clerk. A cancellation number will be assigned to all cancellations received prior to 4 p.m. on the day of arrival. Special reservation rules apply to block bedroom reservations. Rates are available on request. Rooms shall not be occupied for a period longer than thirty days without the approval of the House Committee.

A number of rooms, determined by management, will be held back for the exclusive use of members until 12:00 p.m. prior to the day of reservation.

ATHLETIC FACILITIES

Facilities are for the use of members and guests - members must sign in guests prior to use of the facilities.

Aquatics & Group Exercise Center

Open Monday-Friday from 6 a.m. to 8 p.m., Saturdays and Sundays from 8:30 a.m. to 4:30 p.m. Locker Rooms may be used for shower and changing clothes. Whirlpool bath, steam bath, sauna, tanning bed, slumber rooms, exercise equipment and showers are available. Appointments may be made for massage therapist's services during attended hours.

The Fitness Center is open 24 hours a day but will be attended from 6:00 a.m. to 8:00 p.m. weekdays Saturdays in September to May 8:30 a.m. to 4:30 p.m.

Squash Courts

Attended hours weekdays from 10 a.m. to 7 p.m. and Saturdays from 9 a.m. to 1 p.m. Guests may not take lessons or play without a member. No attendant on Sundays and holidays, nor on Saturdays during summer months. Members are required to sign in guests during unattended periods.

Athletic Contracts

Athletic contracts are available to members and their spouses/civil union partners/domestic partners and children under the age of 22 only. Cancellation or withdrawal from a contract prohibits re-entry into a new contract until at least a year lapses between cancellation and renewal of contract. Lockers are available for rental on the tenth, eleventh and twelfth floors and Aquatics & Group Exercise Center only to members and their spouses/civil union partners/domestic partners who maintain an athletic contract. All rentals are on a monthly basis.

LIBRARY - EIGHTH FLOOR

Open daily - a qualified librarian is on duty weekdays from 9 a.m. until 5 p.m. Members and their families may, on signed receipt, borrow books from the Club's Library for a period of two weeks. A charge may be made for books kept longer than this period or for those books not returned.

MONROE ROOM - SECOND FLOOR

Individual food service is not permitted in this room except for club-sponsored member functions.

BARBER SHOP - SIXTH FLOOR

The Barber Shop services are suspended until further notice.

VALET

Laundry, cleaning and pressing services are available Monday to Friday through the Bell Captain.

TAXICAB AND LIMOUSINE SERVICE

Make arrangements with the Front Desk.

GARAGE PARKING – GRANT PARK NORTH GARAGE*Lunch & Dinner Parking*

Located between Monroe Street and Madison Street on Michigan Avenue. To use the garage, present the garage ticket to the Front Desk Clerk for prepayment and validation. The charge will be billed automatically to the member's account.

Registered Guest Parking

Members and guests registered overnight at the Club may use the Grant Park North Garage. The Front Desk Clerk will validate the parking ticket for the reduced rate; payment shall be made to the garage cashier.

VALET PARKING

Available for both members and guests 24 hours a day seven days a week. Please drive up to the Club entrance on Monroe Street and a Valet attendant will assist you. All charges will be automatically billed to the member's account.

LOCKERS

Baggage type lockers for short-term use are available on the first floor - keys are available at the Front Desk.

II. SPOUSE /CIVIL UNION PARTNER/DOMESTIC PARTNER AND SURVIVING SPOUSE PRIVILEGES**SPOUSE/CIVIL UNION PARTNER/DOMESTIC PARTNER**

A spouse, civil union partner or domestic partner is defined as follows:

Legal spouse – as recognized under Illinois law

Civil union partner – as recognized under Illinois law

Domestic partner – having completed and on file the Club's Adult Domestic Partner Affidavit

SPOUSES/CIVIL UNION PARTNERS/DOMESTIC PARTNERS

Spouses, civil union partners or domestic partners may use the Club, provided their authorized signatures are on file in the Club office. Spouses, civil union partners or domestic partners who do not have athletic contracts may use the athletic facilities on the same basis as guests, but will be charged member rates. Spouses, civil union partners or domestic partners of members holding an athletic contract will be charged one-half the guest rate. Spouses, civil union partners or domestic partners may also purchase an individual athletic contract.

A spouse, civil union partner or domestic partner may entertain guests in the Clubhouse as long as the spouse, civil union partner or domestic partner accompanies him or her.

SURVIVING SPOUSES

Widows or widowers who have been granted Surviving Spouse Membership privileges, and their children shall have the same privileges and be subject to the same restrictions regarding the use of the Club's facilities as other persons in the family of a member.

Surviving Spouse members may extend guest privileges to resident and non-resident guests in the same manner as members of other classifications.

III. CHILDREN'S PRIVILEGES

Sons and daughters, if unmarried and resident in the home of a member or attending college, may use the facilities of the Club, provided that their authorized signatures are on file in the Club office.

The privileges of the Club are available to minor sons and daughters as follows:

Aquatics & Group Exercise Center and Fitness Center

Sons and daughters under eighteen unaccompanied by an adult may not use the pool weekdays from noon until 2 p.m. If accompanied by an adult member, sons and daughters may use the pool at any time during regular hours. Locker Rooms may be used for shower and changing clothes. Membership fees will apply, except on weekends. Sons and daughters of members holding an athletic contract will be charged one half the guest rate.

Sons and daughters under sixteen years of age may not use the Fitness Center.

Junior Athletic Policy

- Children under the age of sixteen (16) may not be left unattended in the Club unless participating in a Club supervised program or activity.

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- Children under the age of sixteen (16) may not, under any circumstances, use the sauna, steam room, tanning bed, or Fitness Center (both poolside and on the 12th floor).
 - Children who are being supervised by an adult may use the whirlpool from the hours of 9:00 a.m. to 1:00 p.m. on Saturday, Sunday, national holidays and any day agreed upon by the Games & Athletic Committee.
 - Children over the age of sixteen (16) who wish to use the Fitness Center must first go through a training session with one of the Fitness Center's personal trainers.
 - Children of any age may use the squash courts when involved in a squash program, or with the approval of the squash staff. House Rules state that Junior squash players are not allowed to play during prime times.

Squash Courts

Daily 10 a.m. until 11:30 a.m. and 2:00 p.m. to 4:00 p.m. and on weekends after 1:00 p.m. Membership fees will apply.

Club Facilities

Minor sons and daughters, except as noted, may use the Club facilities at other hours provided they are accompanied by a member.

IV. GUESTS

RESIDENT GUESTS

Upon written application by a member, the Secretary shall issue a Guest Card extending the privileges of the Club for a period not to exceed two (2) weeks to a person who resides or has his/her principal place of business within forty miles of the Clubhouse. Such Guest Cards shall not be issued to the same person more than once in any month or more than four (4) times in any consecutive twelve (12) months.

NON-RESIDENT GUESTS

Upon written application by a member, the Secretary shall issue a Guest Card extending the privileges of the Club for a period not exceeding two (2) weeks to any person who does not reside or have his/her principal place of business within forty miles of the Clubhouse. Such guest cards shall not be issued to the same person for a total period exceeding four (4) weeks in any consecutive twelve (12) months.

PRIVILEGES

The holder of a Guest Card is permitted the same use of the Club's facilities as a member, except that he/she may not apply for the issuance of a Guest Card and if under sixteen years of age may not use the Fitness Center. All guests using the Club's facilities must have a Guest Card, unless accompanied by a member.

INDEBTEDNESS

Members will be held responsible for all indebtedness to the Club incurred by their guests.

V. GRATUITIES

No member, visitor or guest shall be permitted to give or loan, under any pretext whatsoever, money or any gratuity to anyone employed by the Club.

A voluntary contribution to the Employees' Holiday Fund will be added to guests' statements. This does not in any way constitute an additional charge for service, but is merely a contribution to employees in appreciation for their loyalty and may be deducted from statements if desired.

The gratuity added to some department checks is paid to employees in that department in addition to their salaries.

VI. DRESS CODE

The dress code set forth below is applicable at all times for members, guests and individuals using overnight accommodation: **Business casual attire or better is required throughout the Clubhouse, Monday through Friday, with the exception of specified areas, or specific events where the dress code will be announced prior to the event.**

Business attire is always acceptable in the Clubhouse. Members and guests attired in denim (skirts, jackets, pants) of any color, shorts, flip-flops or athletic footwear are to use the west valet entrance and the back elevators. Denim is not permitted in the front elevator or Lobby Monday through Friday.

Casually attired members, on weekdays, must access the Clubhouse through the service entrance in the west alley or the west valet entrance of the Clubhouse and must utilize the back service elevator or back stairs. Casual attire is not permitted in the front elevators or Lobby Monday through Friday.

Athletic attire is only permitted in the Club's athletic facilities, (the Aquatics & Group Exercise Center, massage and steam areas, locker rooms, group exercise rooms, fitness areas and squash courts; collectively referred to as the "Athletic Facilities"). Athletically

attired members and guests should never enter the Clubhouse through the main revolving door on Monroe Street or use the main front elevators. Members and guests dressed in athletic attire may enter and depart only through the service entrance in the west alley or the west valet entrance to the Clubhouse and must utilize the back service elevator or back stairs to access Athletic Facilities.

The following are not allowed in the Clubhouse unless such are appropriate to the Athletic Facilities: (i) shoeless, (ii) shirtless (iii) wearing of baseball caps or (iv) wearing of tank tops.

Casual attire or better is acceptable throughout the Clubhouse on Saturdays and Sundays.

Definitions:

"Business Casual" attire is defined at a minimum as: Men and boys over the age of 12: slacks and (i) a collared shirt or (ii) a collared shirt and sweater or (iii) a turtleneck. Women and girls over the age of 12: slacks or skirt with a blouse or a sweater or collared shirt. Bare midriffs are not acceptable.

"Business" attire is defined at a minimum as: Men and boys over the age of 12: (i) business suit with collared shirt and tie or (ii) slacks, sport coat with collared shirt. Women and girls over the age of 12: (i) business suit (pantsuit is acceptable); (ii) dress or (iii) blazer with collared shirt or sweater with skirt or tailored slacks.

"Athletic" attire for both men and women is defined as gym shorts, bicycle shorts, t-shirts, lycra tops, gym shoes, sweat shirts, sweat pants, jogging suits and bathing suits.

"Casual" attire for both men and women is defined as denim, tailored shorts, t-shirts, polo shirts, tennis shoes and sandals.

Exceptions to the Dress Code:

The following are the only exceptions to the foregoing Dress Code requirements:

- 1) Cathedral Hall dining for men requires, at a minimum, Business Casual attire with a sports jacket.
- 2) Weekday Millennium Park attendees who do not conform to the dress code may enter the Club at the west valet entrance and should remain in the back vestibule where a staff member will attempt to accommodate their needs.
- 3) Persons aged 12 or under are dress code exempt.
- 4) Certain Club events (i.e., New Year's Day Open House) have a mandated dress code. Publication of the dress code for special events will be in the monthly member newsletter or on the website.

VII. CELL PHONES

When entering the Clubhouse, turn your phone to “vibrate.” To ensure all members’ and guests’ enjoyment of the facilities and programs of the Club, cell phone use is restricted to the following areas only:

- Telephone booths (Lobby, 7th floor)
- Members’ Business Center (6th floor)
- Billiards Room (2M floor)
- Lobby lounges - south east corner of the Lobby, and the area adjacent to the valet entrance
- Bedroom corridors on the 3rd, 4th, 5th and 6th floors (Effective July 1, 2008)
- Private dining rooms, as designated by sponsor
- All back-of-house service corridors
- Athletic lounge or pro-shop area on the 11th floor (Effective July 1, 2008)

If you do receive an urgent phone call, please return the call only when you are in one of the above designated areas.

VIII. LAPTOP COMPUTERS/TABLET PCs/PDAs

Effective October 1, 2010, tablet PCs, PDAs and electronic readers may be used in a limited manner in the Club’s public dining areas. This policy is intended to both ensure privacy and minimize disturbance to fellow diners. Accordingly, the following usage restrictions apply:

- Such electronic devices must be handheld or lay flat against the table (no laptops with upright screens).
- No sound, earphones or blue tooth devices are permitted.
- No photographs, videos or sound recordings may be made.

The Club takes no responsibility for any items damaged or lost while on Club property.

Laptops with uprights screens and the above-referenced electronic devices may be used consistent with this policy in the following designated areas:

- Members’ Business Center and adjacent Reading Room (6th floor)
- Private dining rooms, as designated by sponsor
- Presidents’ Bar prior to 4:30 p.m.
- Bedrooms
- Library
- First Floor Lounge

For your convenience, computers are available in the following areas to check emails: the Lobby, 10th, 11th, and 12th floor athletic areas and locker rooms.

IX. SMOKING POLICY

Effective January 1, 2008, to achieve compliance with applicable laws and regulations, the Club hereby suspends the right of members, guests and employees to smoke while on the club premises (including, but not limited to, cigarette, pipe and cigar smoking). Notwithstanding this suspension of smoking rights, in accordance with the Illinois Smoke Free Act bedrooms 316, 317 and 318 are officially designated as smoking rooms. Smoking may be allowed in such designated smoking rooms at a future time as determined appropriate by the Board of Directors, provided there is compliance with applicable laws and regulations. In addition, the law prohibits smoking within 15 feet of a working door or window. Therefore, smoking is not permitted on the Monroe Street sidewalk at any entrance to the Clubhouse nor on the balcony decks of the 12th floor.

X. RECIPROCAL CLUBS

The Club maintains reciprocal agreements with a large list of clubs around the world. Cards of Introduction to reciprocal clubs are available from the Membership Secretary's Office, are issued only to members and spouses/civil union partners/domestic partners whose accounts are current and are valid for 30 days.

Members should make their own reservations to use the facilities of a reciprocal club. Cards of Introduction will not be issued to a member who would otherwise qualify for resident membership in the reciprocal club.

XI. CLUB PROPERTY

No member or guest shall remove from the Clubhouse any article belonging to the Club. No book, pamphlet, magazine, newspaper or other publication shall be taken from the library, lounge or any reading room (except that books may be taken from the library on signed receipt), nor shall any publication be mutilated or destroyed.

Property of the Club removed, damaged or destroyed by a member or guest will be charged to such member or guest.

No member or guest shall use any stationery bearing the name or seal of the Club except stationery furnished by the Club, nor shall any member or guest use the Club stationery for business or similar purposes, nor date or address from the Club any paper or communication intended to be printed or published in any newspaper, magazine or other publication.

XII. CLUB EMPLOYEES AND STAFF

Employees of the Club may not be sent out of the Clubhouse by members or guests.

Employees are not permitted, while on duty, to drive member's cars. The Club will not be responsible for any damage to or loss of members' cars at any time.

Employees are not permitted, during hours of employment, to do personal work for members or guests.

No reprimand shall be given to employees by members or guests of the Club. All complaints and suggestions should be made to the General Manager, preferably in writing, and will receive prompt and courteous attention.

The staff of the Club is authorized to enforce the House Rules.

XIII. ANTI-DISCRIMINATION ANTI-HARASSMENT POLICY FOR MEMBERS

1. The Club is committed to maintaining an environment free from all forms of discrimination, harassment and retaliation. All complaints of such conduct will be investigated promptly and thoroughly, and if an investigation confirms that such conduct has occurred, the Club will take prompt corrective action reasonably designed to both end the violation and prevent further violations.

XIV. MISCELLANEOUS

1. Members and guests should use the coatroom facilities as provided.

2. The Club will exercise reasonable care in protecting the property of members, guests and visitors in the Clubhouse, but the Club will not be responsible for any loss or damage to such property, however occurring and whether such property be checked or otherwise left in any part of the Clubhouse.

3. No cash shall be advanced to members or guests except on a personal check payable to the Club. No amount larger than \$100 shall be so advanced on any one day. Checks will not be cashed between 11 p.m. and 7 a.m. A minimum fee as set by the Finance Committee will be charged for checks returned to the Club.

4. Members and guests shall sign written orders for all services and supplies. Members are required to use their account numbers.

5. No dogs (other than seeing-eye dogs) or other pets are permitted in the Clubhouse.

6. No subscription paper, petition, or similar document shall be circulated, nor any article exposed for sale or barter in the Clubhouse, by members, guests or employees, except when authorized in advance by the Board of Directors.

7. No betting or play of any kind for stakes is permitted in the Clubhouse.

8. Club members and their guests are asked to refrain from photography in the Clubhouse, except on holidays and special events as determined by the House Committee. Professional photographers are permitted to take photographs only in areas designated for the private event. Photography is not permitted in public of the Clubhouse, except in limited, pre-determined times, in the lobby.

9. Media (radio, television, press or video) representatives must sign a University Club of Chicago press policy prior to entering the Clubhouse.

10. The roster of Club members shall not be used for any other reason than Club purposes.

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