

BRITISH CLUB YANGON GUEST POLICY

The following is guidance for all users of the club.

Guest Policies

British Club Yangon Members are fully responsible for the behaviour of their guests and shall be present throughout the entire visit period of the guests. Members shall not drop off, register, and leave their guests unattended at the Club. In the event of this happening the club licensee is authorised to ask the guests to leave the Club premises.

The Member is fully responsible for ensuring payment to the British Club for food/beverages purchased by their guests, which shall be settled prior to departure from the Club premises on the day of consumption.

Members should advise their guests in advance of their arrival to the British Club Yangon that:

- Each guest will be subject to a person and bag search
- Search methods could include Metal Detector Arch, handheld Metal Detector or “Pat down” search.

The guest policies are different dependent on the number of guests that a British Club member is bringing to the British Club.

But there should be no more than three visits by the same guest during a 12-month period, which will be monitored by the club licensee and BCCM. If a guest would like to visit the Club on more than three occasions during any 12-month period, an application to join the British Club should be made to the British Chamber of Commerce, Myanmar.

1. One Guest Policy

Holders of British Club Yangon membership cards, or British Embassy/British Council staff pass, or Diplomats from the approved membership list of countries, may invite one guest to the Club with them at any one time, without advance notice.

The guest of a British Club Yangon member must present a valid physical photo identification document such as a passport, driving licence or national ID card to the British Embassy Security Guards at the British Club Yangon entrance.

Documentation required:

Acceptable	Unacceptable
Passport	Photocopied documents
National Identity Card	Scanned documents

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Diplomatic identity card	Business cards
Driver's licence	Letter of invitation or invitation card
Consular issued Emergency Travel Document	Digital identification card/Passport image
Press accredited identity card	Confirmation by another party

2. More than One Guest Policy

Members, including British Embassy and British Council staff may bring up to four (4) guests at any one time. However, advance notice and ID document numbers need to be provided to the British Embassy Security Supervisors.

Members are required to give notice by midday the day prior to access by emailing their guest's names and ID numbers to the British Embassy Security Supervisors:

YangonSecurity.Supervisor@fcdo.gov.uk

The email should state in the subject line "Club guest access request for (date)". Each guest must present valid ID at the British Club entrance (see the list above).

3. Booked Functions | Where participants are not members.

Members are entitled to book functions and events at the British Club from time to time. There will be occasions when booked functions, arranged by members, BCCM, the British Embassy and/or the British Council, will want to bring guests who are not members of the Club.

The following policy for pre-arranged booked functions applies:

- The member or organisation intending to arrange a function should inform the Club Operator and the BCCM in the first instance to confirm the availability of the Club on the proposed date of the function.
- The member or organisation responsible for arranging the function shall provide a full list of registered guests (names and ID numbers) to the Club Operator who will in turn inform the Yangon Security Supervisor YangonSecurity.Supervisor@fcdo.gov.uk. This full list should be sent at least 48 hours in advance of the function.
- The Club Operator shall, with BCCM and the British Embassy, vet guest lists to ensure the integrity of the British Club. There may be occasions when permission is not granted to all those on the Guest list. The British Embassy and the BCCM reserve this right, and their decision is final.
- The Member or organisation booking the event shall be responsible for the behaviour of their guests.
- The Member or organisation booking the event shall be responsible for informing guests that ID will be required and they will be subject to a security search on arrival.

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- The Member or organisation booking the event shall be responsible for informing guests that vehicles, other than certain Diplomatic vehicles, will not be permitted to enter the Club compound.

The British Embassy, Club and British Chamber of Commerce Myanmar reserve the right to update guest policies.

For further details about entry for guests into the British Club Yangon, please contact:

membership@britishchambermyanmar.com

and/or

YangonSecurity.Supervisor@fcdo.gov.uk