



**THE TOLLYGUNGE CLUB LTD.**  
120, DESHAPRAN SASMAL ROAD,  
KOLKATA - 700 033  
WEST BENGAL  
INDIA

Ref No. MM / 796 / 2025

### **Guest Rules: Signing in of Guests**

Dear Members,

Your attention is invited to **Para 8 of the Bye-Laws of The Tollygunge Club**, which lays down the provisions relating to the use of Club facilities by guests.

While Club bearers do make efforts to register members' guests, especially during this busy season it is possible that some guests may be inadvertently missed. As per the Bye-Laws, members are required to sign in their guests **before** the guest uses any Club facility.

Accordingly, Club staff across all areas have been instructed to verify whether persons using the facilities are guests and to ensure that applicable guest charges are included in the vouchers signed by members for food, beverages, or any other Club services.

We seek your kind cooperation in declaring your guests to the Club staff, in adherence to the Bye-Laws.

Thank you for your understanding and support.

**Brig V Ganapathy (Retd)**  
C E & Managing Member

**20<sup>th</sup> December, 2025**