



AR-JAS SPORTS CENTRE

< Rules & Regulations >

Version	Date
1.0	12/Dec/2005
1.1	01/Jan/2006
1.2	02/Jan/2006
1.3	04/Jan/2007
1.4	01/Jul/2007

[1] Governance

AR-JAS Sports Centre is governed by the management committee. Ayer Rajah – West Coast Division (AR-WC) and The Japanese Association, Singapore (JAS) shall each nominate one (1) Executive Adviser and three (3) members to the management committee. The management committee will also comprise of one (1) Assistant to Executive Advisers.

The management committee shall have the absolute discretion to amend and revise these rules and regulations without prior notification.

[2] Management of Operations & Bookings

Sports Committee and General Office of JAS.

[3] Category of Users :

[3.1] Category of Users

(1) AR-JAS Members	AR-WC Residents & JAS Members
(2) Non-members	Other than Category (1)

[3.2] Usage Charge by Category

<Not subject to usage charge >

- (1) JAS and AR-WC official events (restricted to 7 events each per year)
- (2) The curriculum and activities of the 5 Secondary Schools listed below as approved by the Management Committee:
 - The Japanese Secondary School
 - Clementi Woods Secondary School
 - Tanglin Secondary School
 - Kent Ridge Secondary School
 - Commonwealth Secondary School

<Subject to usage charge>

(3) AR-JAS Members = AR-JAS Members Charge

* AR-JAS Members Charge is applied only if 60% or more of the users in the group are either Ayer Rajah – West Coast Residents or Japanese Association Members.

(4) Non-members = Non-members Charge

[4] Priority of Use

[a] For Weekdays: Curriculum of the 5 secondary schools.

[b] For Weekends: Activities of JAS and its Sports Committee as well as Ayer Rajah-West Coast Grassroots Organisations.

[5] Booking Time Slot

Time Slot	
1	8:00 ~ 11:30
2	11:30 ~ 15:00
3	15:00 ~ 18:30

[6] Charges

Facility		Rate Per Time Slot (pts)		
		For AR-JAS members		Non-members
Zone	Description	For Junior Users (15 years old & Below)	For Adult Users (Older than 15 years old)	
A	Baseball Field	\$50 / pts	\$70 / pts	\$150 / pts
B	Baseball / Softball / Soccer / Rugby Field	\$25 / pts	\$35 / pts	\$75 / pts
C	Softball / Soccer / Rugby Field	\$25 / pts	\$35 / pts	\$75 / pts
D	Softball / Soccer / Rugby Field	\$25 / pts	\$35 / pts	\$75 / pts
E	Softball / Soccer / Rugby Field	\$25 / pts	\$35 / pts	\$75 / pts
F	Baseball / Softball / Soccer / Rugby Field	\$25 / pts	\$35 / pts	\$75 / pts
G	Baseball / Softball / Soccer / Rugby Field	\$25 / pts	\$35 / pts	\$75 / pts
H	Softball / Soccer / Rugby Field	\$25 / pts	\$35 / pts	\$75 / pts
K	Softball / Soccer / Rugby Field	\$25 / pts	\$35 / pts	\$75 / pts
Z	Whole Centre (Exclude Zone "A")	\$600 / day Plus \$400 refundable deposit	\$600 / day Plus \$400 refundable deposit	\$1,400 / day Plus \$700 refundable deposit
	(Users responsible for cleaning up the area of use after the event. Management reserves the right to deduct from deposit if cleaning is not properly done)			
Y	Clubhouse Open Space	\$20 Per Use (6:30 p.m. – 10:00 p.m.)		
X	BBQ Pit & Equipments	\$50 (Inclusive of charcoal, starter, etc)		

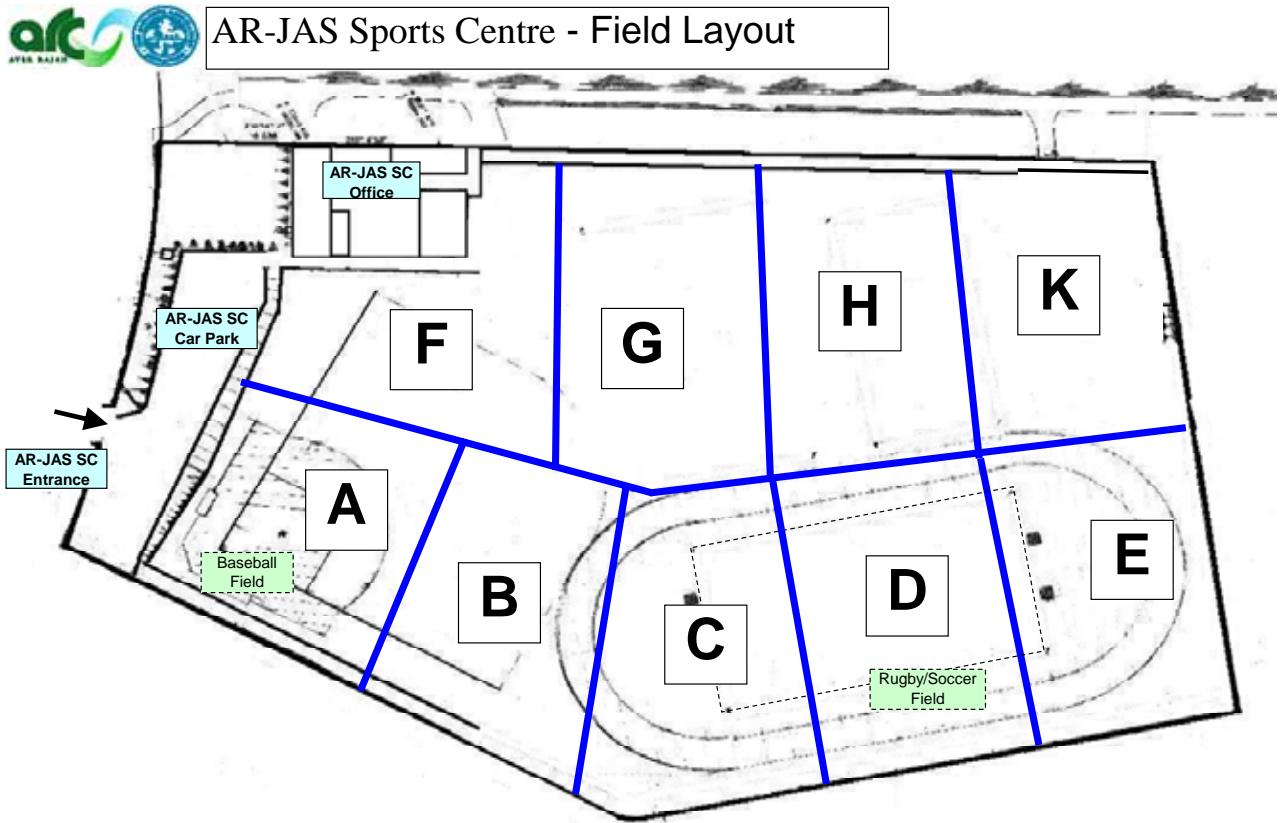
- Any additional hour required upon the expiry of the time slot and subject to availability will be charged as follows for both categories of users:-

Zone	Additional Charge	
	AR-JAS Members	Non-members
B – K	\$15 / Hour / Area	\$30 / Hour / Area
A	\$30 / Hour	\$60 / Hour / Area

[7] **Booking Rules**

- [a] 1st-time user to apply as a registered group in the prescribed form.
- [b] Application of booking via the official web site can be made up to 4 months in advance.
- [c] Allocation of booking shall be subjected to availability. The decision of the management on the allocation shall be final.
- [d] Booking will be confirmed only after the payment by crossed cheque made payable to “AR-JAS Sports Centre” together with a copy of the notification of booking are submitted to JAS Front Office or the Supervisor of the Sports Centre by the due date as specified in the notification.
- [e] Strictly no refund for cancellation once booking has been confirmed.
- [f] Strictly no refund or replacement if ground is closed for use due to inclement weather.
- [g] In the event that the ground is closed due to poor ground condition or rescheduling of bookings by the management, refund of the booking fees shall be made to those affected.
- [h] The office of the AR-JAS Sports Centre shall engage its official contractor for the setting up of tents and nets on behalf of and in accordance to the request of the users. AR-JAS Sports Centre will invoice the users for any charges to be incurred.
- [i] Litters & garbage must not be left behind by users of the BBQ pit.
- [j] AR-JAS Sports Centre Management Committee reserves the absolute right to change the demarcation of field.
- [k] All the above rules shall be applicable to the booking for use of the BBQ pit.

[8] Area zoning



[9] DOs & DON'Ts

- [a] Use only the area and time slot approved by management.
- [b] Be considerate to other users.
- [c] Exercise care and not cause damage to facility and field condition.
- [d] Management reserves right to suspend use if user does not follow rules or causes nuisance to other users.
- [e] No pets & animals into the premise
- [f] No glass bottles, broken objects or dangerous items into the fields
- [g] Users to clear all rubbish after using the field and bring them back by themselves.
- [h] User to pay for any damages to the facility, equipment or appliances.
- [i] To obtain prior approval for setting up of tents & nets. Details to be furnished. (Refer to Booking Rules [h])
 - # Setting-up of personal tent occupying more than 10 square meters is strictly prohibited.
- [j] No golf clubs and golf practice in the premise.
- [k] Management shall not be responsible for any accident occurring in any part of the sports centre, including the car park area.
- [m] Strictly no sub-letting of any facility.
- [n] User shall not hold management responsible for any damage, loss or theft of property.
- [o] In case of threatening weather, the management has authority to stop usage.
- [p] No smoking within the premises except at designated areas.