

Odney Club & National Hotel Membership Rules



Aims and Objectives

The Odney Club and our Partnership Hotels are for the enjoyment of leisure activities and will offer Members facilities for meeting one another, entertaining friends and for holidays. The Club/Hotels aim to offer Members good quality facilities accessible to all who qualify. The affairs of the Club/Hotels shall be managed according to the rules and commitments established by the Partnership. The Membership Manager, General Manager and Group Manager, Hotels shall see that those rules and commitments are upheld.

Qualifications for Membership

- **Full Membership / Full National Membership:** shall be confined to Partners and their Additional Card holder. Each single member is entitled to all benefits of club membership, as detailed on the membership pages of Partner Choice.
- **Family, Friends & Community Membership (One location or National):** may be granted by the General Manager or Group Manager, Hotels to those recommended by the Membership Manager, either individually or as a group and whose Membership is considered to be of benefit to the club.
- **Honorary Membership (Odney only):** proposed by the General Manager or Group Manager, Hotels approved by the Partner Committee and President, Odney Club. An honorary Member shall be entitled to all the rights and privileges of a full Member for life with no membership charge.

Classes of Membership

Full (One location) Full National	Partners (working and retired) & Additional Card Holders
Family, Friends & Community (One location) National Family, Friends & Community	As agreed by the General Manager or Group Manager, Hotels Previously Associate / Family & Friends Members
Honorary (Odney only)	Life Membership as approved by the Partner Committee and President, Odney Club.
Single Lifetime (Odney only)	Retired Partners (pre March 2019). No further Members being added.
Family Lifetime (Odney only)	Retired Partners and their family only (pre March 2019). No further Members being added.

THE ODNEY CLUB

General Rules

President: Head of Wellbeing

Vice President: Group Operations Manager, Partnership Hotels

Ex-Officio: General Manager, Odney

Assurance: Partner Committee

Definitions: (For the purpose of these rules)

The Club	The Odney Club
The Company	John Lewis PLC
The Manager	General Manager, The Odney Club
Partner	An employee of the company entitled to hold a valid “full use” Partnership discount card and retired employees of the company entitled to benefits of long service in retirement that includes the use of a valid Partnership Discount card
The Partnership	The John Lewis Partnership.
The Committee	The Partner Committee of the Partnership Council
Partner Member	A Partner, (as above) who is in receipt of a Full or Full National Membership
Family, Friends & Community Member	A Member who is in receipt of a one location or National Membership who is not a Partner - includes previous Associate members or Family & Friends Members
Honorary Member	A member, approved by the President who may or may not be a Partner and is granted free life long membership.
Additional card holder	The person who is nominated and qualifies to hold a member’s second Partnership discount card.
Dependant children	Are 19 years or under, in full time education, living at the same address as the member and are dependant on the member.



Entitlement of usage differs as to the class of Membership.

The following restrictions apply:

- Honorary and Lifetime members may only use the Odney Club on the terms at the time their membership was granted
- One location Members may only use their Membership benefits at the club / hotel they are Members of.

Subscriptions and Charges

Information regarding Membership fees are available on the Odney Club page and Hotel pages of Partner Choice. All charges accumulated during a visit to the Club / Hotel must be settled prior to departure.

Other than retained lifetime and honorary memberships, all memberships are annual and payment is required at the time of joining.

Day Visitors

Partners who are unable to make good use of Membership may use the Club / Hotel . Use of 'member only' amenities will not be available to day visitors. Non-members may make use of some amenities and will be charged as taken.

Resignation and Termination of Membership

Other than retained lifetime and honorary membership, memberships automatically expire after a 12 month period from the date of purchase.

Full Membership / Partner Membership / general Partner access ceases automatically when a Partner leaves the Partnership either of their own accord or because of the termination of employment with the Company unless the Partner retains a valid Partnership Discount Card and is in receipt of benefits in redundancy or long service.

Expulsion of Members

The Manager, with the Vice President's approval, has the authority to terminate the Membership of any club Member (including Lifetime and Honorary Members) whose own conduct, or the conduct of their family or guests is deemed unfit for Membership.

In the interest of fairness the Manager shall give the Member written notice of their concerns and shall also give the Member the opportunity to attend a meeting to explain their actions or those of their family or guests.

If, following this meeting the decision to expel the Member stands their membership is terminated. The Member has the right to appeal, within 7 working days of the termination, to the Vice President of the Club, whose decision is final. The Partner Committee will be informed of any terminated memberships.



Visiting Teams and Organised Groups

Members of organised groups attending the Club, may, at the discretion of the Manager, use the Club as though they were Members for the duration of their visit.

Visitors to Conferences and Courses

Partner delegates visiting for business purposes have access to the grounds and use of the dining and bar facilities of the club. Non Partners, visiting for business purposes may have access to the grounds only during their visit.

Guests

All Members may introduce four guests per Membership for day visits and two for any overnight stays. Permission may be given for extra guests at quiet times. Permission should be sought by contacting reservations in advance of a proposed visit. A Member shall be fully responsible for the conduct of any guest they introduce.

Guest Fees

Members visiting for the day are required to register at reception upon arrival and, if applicable, pay a day visitor fee for additional guests.

Evidence of Membership/right to visit

A Partner employed at the Club / Hotel may ask any person on Club / Hotel premises to produce their Membership or Partner card as evidence of Membership and / or of being a Partner.

Behaviour on Club premises

The Duty Manager in charge of the Club / Hotel may request any Member, Partner, guest or visitor to leave the Club premises if that person's behaviour is deemed a nuisance or annoyance to other Members, Partners, guests or Club / Hotel staff or falls below what is deemed acceptable.

Property in the Club

The Club / Hotel and Company accept no liability for the loss of or damage to the personal property of Members or other persons using the Club / Hotel premises unless such loss or damage arises from the negligence of the Company.

Officers of the Club

The officers of the Club / Hotel Membership scheme shall be:

- **The President**, who shall be the Head of Wellbeing of the Partnership.
- **The Vice-President** who shall be the Group Operations Manager, Partnership Hotels, as appointed by the President
- **The General Manager, Odney Club**, appointed by the Company.
- **The Partner Committee** of the Partnership Council



Alterations to Rules

Changes to these rules will be brought to the Partner Committee by the General Manager for review and agreement as required and notified to all Hotel General Managers, Members and Partners for information.

Reporting to Partner Committee Meetings

- Partner Committee shall be attended at least once each year on a day in January or February to be appointed by the General Manager.
- A Special or Extraordinary Meeting may be called at any time by the Manager or by a majority decision of the Partner Committee.
- All Members shall be entitled to contact Partner Committee should they be dissatisfied with the application of the rules or the running of the club by the General Manager, only after they have first contacted the General Manager, Vice President and President in order to allow them to respond and if necessary resolve the matter they are raising.
- All Members will have access to an annual update about the Club from the General Manager to inform them on matters such as progress made, challenges addressed and forthcoming innovation.

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