

CSIR IMMT Staff Club

Guidelines for EXTERNAL USERS

To regulate and streamline usage of Staff Club Sports facilities by outsiders such as friends/relatives of staff club members residing outside, the following regulations are to be kindly followed systematically and rigorously.

[1] An outsider seeking to use the club should fill the prescribed application form (contact the undersigned for the form), and submit to the Secretary Staff Club. After due verification, an ID card will be issued to the applicant on payment of the **one time registration fee & subscription fee**. The ID card will be valid for the period as subscribed by the applicant and should be renewed on expiry. The ID card should be produced to the security personnel during entry inside campus and should be carried by the user while inside campus.

[2] Preference in availing the facility will always be given to IMMT'ians over external users. External users are directed to use badminton court in the allotted slot only. Slot allotment will be made by staff club as per availability. **No external user is allowed to use badminton court without taking time slot allotment from staff club**. However, in extreme cases, with the consent from IMMT staff, who is using the court, one can play along with them.

[3] The user should maintain discipline and decorum inside campus and follow proper dress code wherever necessary and applicable. **Proper badminton shoe should be used inside the badminton court to avoid damage of the court/field**. The shoe used in the badminton court should not be used outside even while coming for playing to the club. If anyone is found without proper badminton shoe inside the badminton court, his/her registration will be cancelled out rightly.

[4] Staff Club will not provide consumable/movable sports equipment such as (shuttle, bat, ball, etc.) and should be brought by the outsider.

[5] All the external users are requested to deposit the One time Registration Fee/subscription fee through wire transfer in the following Bank account or by cash before date of expiry of their membership (by end of the previous month). After successful wire transaction, it may be informed to Sh. R K Mandal, Cashier, IMMT staff club (**Mob no- 9861429446**) for further action and time slot allotment.

Bank details:-

A/c Name- IMMT staff club

A/c No- **10057860206**

Branch:- SBI, IMMT campus,

IFSC code- SBIN0007499

Kind co operation from all is solicited.

Secretary,
CSIR-IMMT Staff Club