
To All Members

The purpose of this pamphlet is to inform all members of the standard of conduct and discipline expected when they are in attendance at the Branch. Every member's understanding and conformance to these rules will spare any embarrassment to members and/or guests.

Your observance of these rules will ensure all members and guests derive the greatest enjoyment in pleasant surroundings and a relaxed atmosphere.

Branch Rules

1. The bar hours will be from 1100 hrs to 0200 hrs Monday through Saturday and from 1200 hrs to 1800 hrs on Sunday *or as amended by the Branch Executive*.
2. The Bar Steward on duty shall:
 - a) have absolute authority to enforce the rules of the L.L.B.O. and these Branch House Rules;
 - b) ensure that guests are signed in by their sponsors and that out-of-town guests to the Branch sign in the guest book;
 - c) *if in doubt about customer's age*, not serve the customer without proper identification (Proof of Majority Card or current Driver's License or Military ID Card); and
 - d) refuse to serve any individual who, is under the influence of alcohol or some other substance to such an extent so as to endanger their own safety or the safety of others (this will be at the Bar Steward's judgement and discretion).
3. Subject to Rule #2, all members of The Royal Canadian Legion *visiting from outside the Ottawa/Carleton Region*, upon showing proof of membership, will be accorded all privileges of Branch #632.
4. All members must conduct themselves in a manner that will not offend their fellow members. Obnoxious behavior, abusive or foul language will not be tolerated. Persons engaged in fighting will be escorted from the premises immediately. Anyone contravening this rule will be dealt with through a disciplinary hearing and a summary disposition.

5. Members and guests will show the proper respect for the furnishings and fittings of the Branch, including all items on display. Any person who causes willful damage shall be assessed the cost of repair or replacement and will be subject to a disciplinary hearing.

6. All guests (including members who have let their membership lapse) who have been signed in by a member must leave when the signing-in member leaves the premises. Guests may only be signed in once per week. The once a week rule does not apply to:

- a) attendance at organized social evenings;**
- b) participation in organized Branch sports functions;**
- c) an out-of-town guest of a member;**
- d) an individual awaiting acceptance of application for membership.**

7. No member or guest or any other person may bring or remove any alcoholic beverage to or from the Branch.

8. Dress for members and guests using the members' lounge shall at all times be neat, clean and tidy. Members and guests attending the Branch after work in soiled work clothes are encouraged to use the Ernie Schnubb pub area. Patrons engaged in team sports activities are allowed in uniform in the Ernie Schnubb Pub (games room area) and Sverre Aas Patio only (less headdress unless otherwise posted for special events).

- a) Cut-offs (jeans or otherwise) are not a recognized form of attire for the Branch;**
- b) Shirts must be devoid of vulgar slogans or illustrations;**
- c) Men are not allowed to wear “muscle shirts” or tank tops at any time in the Branch;**
- d) Specific summer dress regulations for a designated period between 1 May and 1 October will be posted at the Branch and published in the Banner.**
- e) Sport shorts or bathing trunks\swim suits are not proper dress at any time in the Branch;**
- f) All members are to wear foot covering in the Branch;**

- g) Males with open sandals or similar type of foot covering are encouraged to wear socks. In any situation, health and sanitary considerations will prevail over personal choice or comfort; and**
- h) Any dress regulation laid down for a specific event by the Executive Committee shall take precedence over the normal dress regulation and will be strictly enforced.**

9. *At no time will the members' lounge be totally out-of-bounds to members. Any other part of the building which has been rented out shall be out-of-bounds to all members with the exemption of the Sgt-at-Arms and guests of the renter.*

10. No animals or pets shall be permitted in the building with the exemption of guide dogs.

11. All members utilizing the facilities of the bar are requested to return empty glasses and bottles to the bar. Members and guests can also assist in maintaining the Branch in a neat and tidy manner by returning pool cues to the racks provided. The partitions separating the members's lounge and the dining area are not to be used for setting drinks and ashtrays.

12. All clientele must vacate the premises no later than one half hour after the bar has been closed.

13. All members are to respect the rights of each other and are not to interfere with the social pastimes of others unless specifically invited to do so.

14. On those occasions when the members' (Don Hallman) lounge must be set up for an evening function, members are to retire to the Ernie Schnubb Pub (games room area) on the upper level for continued service.

15. Members are expected to use the parking area on either side of the building. The driveways around the sides and rear of the building are fire lanes and are to be kept clear at all times. Vehicles left in these lanes will be towed at the owner's expense. Vehicles parked in the signed handicap parking areas and not displaying proper handicap identification are liable to ticketed and/or towed at the owners expense.

16. All members are expected to renew their membership no later than December 31st for the following year.

17. All members are expected to donate freely of their time, a minimum of four hours per year, for Legion tasks.

18. All members are advised that the second Tuesday of every month is an Executive Meeting and the third Tuesday of *September, January, April, May* and is a General Meeting of the Branch. The General Meeting in *April* of each year is the Annual General Meeting when members will elect the Officers of the Branch for the next year.

19. Members are advised that gentlemen, except for medical or religious reasons, are not to wear headdress of any kind in those areas of the Branch being used exclusively by members of the Branch.

20. Under normal circumstances, children under the age of thirteen, unless under the direct supervision of a member, are not allowed in the Don Hallman Lounge or the Ernie Schnubb Pub. Children, when allowed in these areas or public access areas of the Branch during special events, are guests of the Branch, but their sponsors are responsible to ensure they are under control at all times. No guests under the legal drinking age are permitted to use the games room equipment unless under the strict supervision of a member. Members who do not properly supervise their under age guests may be requested to leave by the duty bar staff.



**800 Taylor Creek Blvd.
Orleans, Ontario
K1C 1T1**

**telephone - (613) 830-9984
fax - (613) 830-6566
WEB: <http://www.rcl632.com>
email - rcl632@bellnet.ca**