

He shall see that no friend of any servant enter the Club House, except by his permission, and in no case by the front door.

He shall also add up and receive from members the amount of their bills for meals. He shall be governed by all Regulations of the Committee affecting his department, and shall render all possible assistance to the Secretary.

### **Hall Porter.**

He shall enter in his book once a day the name of every member coming into the House, and will see that members introducing strangers write their name and address, with that of the introducer, in the book kept for that purpose.

Strangers calling to see members of the Club will be shown by him into the Reception Hall, or other room set apart by the Committee for that purpose, and intimation of their arrival immediately sent by him to the member enquired for, if in the House. If a letter for an absent member be called for by any other member who may wish to forward it, the latter will be required to pay the postage (if any), and to sign an acknowledgment in the Porter's book of his having received the letter, in case of future question. He will have charge of the Lavatory on the first floor, Cloak Room, and fires in the Morning Room.

He will render all possible assistance to the Steward, and perform such other duties as the Committee may from time to time direct.

### **Waiters.**

The Waiters and other servants in the establishment will be subject to the orders of the Steward, and will perform such duties as he may prescribe.