

He will account daily with the Secretary for all moneys received from the Members for supplies.

He will make the established charges for all Provisions, Wines, &c., and cast up and receive from the Members the amount of their bills.

Chief Cook.

The Chief Cook will have the immediate direction of the Kitchen department, and of the Assistants therein, as far as concerns the performance of their duties;—and will prepare the daily Bill of Fare, with the concurrence of the Steward, keeping all orders for the issue of the Kitchen supplies for daily comparison with the Dinner Bills, it being understood that no such supplies shall be issued without an order.

Hall Porter.

He will enter in his book once a-day the name of every Member coming into the Club-house.

Strangers calling to see members will be shewn by him into the Reception Room, 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 applied for by another 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 any future question.

He will make out orders for the issue of supplies from the Kitchen, and make himself generally useful in the Establishment in such ways as the Manager or Steward may require.