



Policy Document

Tennis Club of Gogamukh College

1. Introduction

This policy document outlines the rules and regulations governing **Tennis Club of Gogamukh College**. It aims to ensure a positive experience for all members and visitors.

Gogamukh College Tennis Club management has established a variety of policies and procedures to ensure the members have both a fun and safe experience while using the facilities. It is recommended that our members review the following policies. If you have any questions regarding our policies and procedures, please don't hesitate to contact the Tennis Club management.

There would be an executive committee that would determine the fee structure. Separate cash book should be used but saving account of co-operative society is to be used.

2. Membership

2.1 Eligibility:

A college ID is required to gain access into the Tennis Club, **NO EXCEPTIONS**. If you have lost your College ID, please visit the administrative office of Gogamukh College to replace your lost ID. Attempting to gain entry by citing and using or Use of another person's ID to gain access to Tennis Club will result in immediate suspension of membership of the person and person sharing their ID.

- (i) All eligible students (and parents or legal guardians where applicable) are required to complete and sign their Membership application Form prior to using the facility.
- (ii) Each member must carry his/her valid membership ID in order to gain entry to the Tennis courts.
- (iii) All members must check in at the Information Desk upon entering the Tennis courts.
- (iv) Users must abide by any additional rules or instructions posted within the Tennis Club Information Desk.

By entering into this Tennis Club membership agreement, each member represents that he/she

- (i) Has no psychiatric, medical or physical condition or history which would prevent him/her from using all or any of the Tennis Club facilities, equipment and/or services and/or endanger her/himself or others, and
- (ii) Has not been instructed by any physician not to use any of the Tennis Club facilities, equipment and/or services. Members are instructed not to act on the advice given by any employee or other College representative until such advice has been verified with Gogamukh College Tennis Club employed trainer.

External Member:

- a. Membership is open to individuals aged 35-60 years
- b. Members must complete an application and pay the annual fee.

Internal member:

- Existing Students of the College
- College staff

2.2 Types of Membership

- Individual (External Member and Staff of the College)
- Student (Existing Students of the College)

2.3 Renewal and Termination

- Memberships are renewable annually.
- Members may terminate their membership by providing written notice.

All Gogamukh College and Tennis Club policies and procedures are applying to the Tennis Club. The Tennis Club staff is responsible for enforcement of policies, procedures and Tennis Club guidelines. Courtesy for other members, staff and the equipment in the Tennis Club is expected and required. Loud, boisterous or abusive behaviour will not be tolerated. Failure to comply with Tennis Club policies, procedures and guidelines may result in immediate eviction from the Tennis Club/courts, revocation of membership with no refund, and disciplinary review through the College judicial system.

3. Court Etiquette

- Arrive on time for your reserved court.
- Clean up after yourself and ensure the court is left in good condition.

4. Conduct

4.1 Behaviour Expectations

- Members are expected to treat each other with respect and courtesy.
- Disruptive or abusive behaviour will not be tolerated.

4.2 Dress Code

- Proper tennis attire is required on the courts.
- Non-marking shoes must be worn.

5. Safety and Health

5.1 Emergency Procedures

- Familiarize yourself with emergency exits and procedures.
- Report any injuries to club staff immediately.

5.2 Health Guidelines

- Members are encouraged to stay home if they feel unwell.
- Follow any additional health guidelines as recommended.

6. Events and Tournaments

6.1 Participation

- All members are encouraged to participate in club events and tournaments.
- Registration details will be communicated via email and posted on the club's notice board.

6.2 Volunteer Opportunities

- Members can volunteer to help organize events, and volunteer hours may count towards membership benefits.

7. Fees and Payments

7.1 Payment Schedule

- Membership fees dues are to be paid 1st week of every month.

8. Amendments

This policy document may be amended as necessary. Members will be notified of any changes via email.

9. Tennis Club management Committee:

Gogamukh College Tennis Club Management Committee members are appointed from college faculty as under:

Chairman: Dr. Dilip kumar Jah, Principal
Secretary: Mr Bharat Saikia, Vice Principal

Co-ordinator:

Mr. Navajyoti Gogoi, Asst. Professorm

Committee Members:

Dr. Amar jyoti Doley Asst. Professor
Mr. Ranjan Baruah, Asstt. Professor
Mr. Gunabhiram Boruah, Asstt. Professor
Mrs. Luman Taina, Asst. Professor
Miss Kanchan K. Sharma, Asst. Professor

10. Contact Information

For questions or concerns regarding this policy document, please contact:

Club Co-ordinator

Name: Mr. Navajyoti Gogoi, Asst. Professor

Email : navajyotigogoi@gmail.com

Phone Number: +916000-638788



OFFICE OF THE PRINCIPAL

Form No:

GOGAMUKH COLLEGE

(NAAC Accredited with Grade 'B')

P.O.- Gogamukh, Dist.- Dhemaji, Pin-787034 (Assam)

Email: gmkc1981@gmail.com

www.gogamukhcollege.net

Dr. Dilip Kumar Jha
Principal

Ph:9707078636

Application form for membership of Gogamukh College Tennis Club (For Individual and Student)

To

The Co-ordinator,
Gogamukh College Tennis Club
Gogamukh College,
Gogamukh

RECENT
PHOTO

Please enroll _____, Class _____
Roll no _____ Department _____ Aged _____ Gender _____ as a
member for the use of College Tennis Club. I have gone through the rules governing the use of the College
Tennis Club and undertake to abide by them. I have paid Rs. _____ as Tennis Club admission fee/ Tennis
Club membership renewal fee to the College cashier vide receipt No. _____ book No. _____ dated
_____ (original receipt attached).

- I enclose two recent photograph and one self-attested photocopy of Collage ID/ID proof.

- I have read, understood and agree to all policy and Rules & Regulations of Gogamukh College
Tennis Club.

Signature of the applicant: _____

Name: _____

Designation _____

(Class & Roll No) _____

Department/Section _____

Present address _____

Mobile : _____

E-mail: _____

For office use only: Application/Renewal

Approve

Rejected.

Signature of the Head of the Dept

(With Seal)