THE SARAWAK CLUB
JALAN TAMAN BUDAYA, 93000
KUCHING TEL: 082-242299 FAX: 082-245654 Email: info@sarawakclub.com

APPLICATION FORM AND UNDERTAKING LETTER FOR SHORT-TERM VISITOR SPONSORED BY ORDNARY MEMBER

I, the undersigned, hereby formally undertake the responsibility of sponsoring my Visitors as listed herein, during their visit to The Sarawak Club as per details below.

I confirm that I authorise my Visitors to sign to my Club account and that I will be responsible for all expenses incurred during this Visit by my Visitors. Additionally, I will ensure that my Visitors abide by the Club Rules and Bye-laws of The Sarawak Club.

I have read and fully accept all of the Terms and Conditions related to this application.

Yours faithfully,

Name of Ordinary Member	:
Club No.	:
Signature	:
Date	:

Details of Visitors

Start date of visit	:
End date of visit	:
Name	:
Relationship with the Ordinary Member	:
Profession	:

Name of Spouse	:
Name of child (age >21)	:
Name of child (age >21)	:
Name of child (age >21)	:

FOR OFFICIAL USE

Processed by: _____ Approved by: _____

Date Received: _____ Date: _____

The Sarawak Club is committed to protect and safeguard the personal data of our members, reciprocal members, guests, and visitors. This privacy policy is formulated in accordance with the Personal Data Protection Act 2010 (Act 709), including all applicable amendments, regulations, standards, and official guidelines. Your personal information will be kept secure and will not be disclosed to third parties without your consent. For more information, please refer to the Club's Privacy Collection Notice at https://sarawakclub.com/protectionofpersonaldata/

THE SARAWAK CLUB
JALAN TAMAN BUDAYA, 93000
KUCHING TEL: 082-242299 FAX: 082-245654 Email: info@sarawakclub.com

TERMS AND CONDITIONS

1. **Eligibility**
   The Ordinary Member may sponsor a non-Kuching-resident to a short-term visiting arrangement. The Visitor and his/her spouse and children below the age of 21 may also be included in the application.

2. **Application and Supporting Documents**
   Application forms are to be submitted with supporting documents of (1) photographs and (2) copy of passports or identity cards or birth certificates. The General Manager will assess all applications. Each application shall be assessed on its own merit. The Management reserves its rights to reject any application without having to provide any explanation.

3. **Length of Visit**
   Each visit is limited to a maximum of 30 days.

4. **Fee**
   The fee is RM300 + SST per visit of 30 days. There shall not be any pro-rated fee for visits less than 30 days. There shall not be any refund of fee given if the visit is shortened once the visit has commenced.

5. **Visitor Card**
   A visitor card will be issued to each approved Visitor. The card is non-transferable. Lost or stolen cards shall be reported immediately to the Management. A replacement fee of RM50 + SST will be charged for each replacement card.

6. **Access to Facilities**
   The Visitor is accorded access to and use of all facilities of the Sarawak Club, subject to the prevailing Club Rules and Bye-Laws.

7. **Guests**
   Visitors may not introduce guests (i.e. non-members) to the Club. Visitors have no vote or voice in the management of the Club.

8. **Accounts**
   All applicable charges for the use of facilities and signing for food & beverages incurred by the Visitor will be charged to the sponsoring Ordinary Member. The accounts shall be made up at the end of each month and will become due and payable whether presented or not on the first day of ensuing month.

9. **Termination of Visit and Disciplinary Action**
   The Management reserves its rights to terminate the visit if the Visitor and/or his spouse and/or his children have been deemed to have contravened any of the Club Rules and/or Bye-Laws. The sponsoring Ordinary Member shall be responsible for the Visitor and may be subject to disciplinary action within the Club Rules, if so deemed appropriate by the Management Committee

The Sarawak Club is committed to protect and safeguard the personal data of our members, reciprocal members, guests, and visitors. This privacy policy is formulated in accordance with the Personal Data Protection Act 2010 (Act 709), including all applicable amendments, regulations, standards, and official guidelines. Your personal information will be kept secure and will not be disclosed to third parties without your consent. For more information, please refer to the Club's Privacy Collection Notice at https://sarawakclub.com/protectionofpersonaldata/