



CHICHESTER

RACQUETS & FITNESS CLUB

ESTABLISHED 1964

Club Rules & Information

CRAFC Governance Club Rules & Information June 2025



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1. CLUB MEMBERSHIP CATEGORIES

Full Membership / Corporate Discount

Full Members shall be entitled to use all the facilities of the Club subject to the provision of the Club Rules. A maximum 10% discount may apply to Full Memberships for those who are eligible. Evidence of eligibility is required.

Off-Peak Membership

Off-Peak Members may use the Club facilities as follows:
Gym: up to 1715 Monday to Friday, and anytime at weekends.

Racquets: up to 1715 Monday to Friday
Weekends: after 1200

If requesting court usage outside of the Off Peak times the member will be treated as paying guests (of members) under the same conditions as other guests, in accordance with Rule 12.

Off Peak members may attend in-house classes outside of their membership times at a charge of £5 which is paid at the time of booking. Booking can be made 24 hours in advance.

Off Peak members may attend coaching outside of their hours, payment is charged at the non-member price for a period of 12 weeks (1 term).

Young Adult (16-17years) & 18-23 Membership

Persons aged 16 - 23 may apply for 16-17 or 18-23 Membership. Members shall be entitled to use all the Club facilities subject to the provision of the Club Rules.

Junior Membership

Persons under the age of 16 may apply for Junior Membership.

Junior Membership for persons aged under 12 and under 8 will only be permitted if a parent or guardian is also, as a minimum, a Social Member.

Junior Members under 5 qualify for free membership.

Social Membership

Social Members are entitled to use the wet suite facilities and the Clubhouse but not the courts and gym, except as a paying guests (maximum 6 times) under the same conditions as other guests, in accordance with Rule 12. Social members are not permitted to use the gym other than for paid Personal Training, which must be supervised. Booking courts can be made via Reception, 3 days in advance.

Social members do not benefit from PT offers or special prices. Social members may attend in-house classes at a cost of £5 which is paid at the time of booking. Booking can be made up to 24 hours in advance.

Sporting Merit Membership

Sporting Merit Memberships are by application only and contain criteria guidance. These memberships are complimentary for a set time frame, based on merit and limited in number. Applications can be submitted at any time of the year and automatically expire on the following 31st March.

Sporting Merit Memberships have all the benefits and privileges of a Full Membership. To apply email Manager@crafc.co.uk

2. TEMPORARY MEMBERSHIP

Persons who are precluded by distance or other circumstances from making full use of the privileges of membership may apply for Temporary Membership which will be on terms and at such subscriptions as the Management deem fit. Temporary Membership shall not exceed three months in one year.

3. CANCELLATIONS

Members wishing to cancel their monthly subscription must provide notice by the end of the month in writing or email to the Club.

A cancellation form can be completed in club.

If you do not receive confirmation of your cancellation within 10 days members are to assume the request has not been received and should enquire as soon as possible to avoid further charges.

CRAFC do not take responsibility for any postal losses.

Annual membership cancellations are reviewed by the Club Manager on a case-by-case basis and evidence for an early cancellation may be required.

4. DIRECT DEBIT PAYMENTS

Member's direct debits are processed for payment on or around the 14th of the month. All payments received are for the same calendar month.

Unpaid direct debits will be notified to the member at the Clubs earliest convenience by email or telephone. Payment must be made to the Club at the earliest convenience.

Failure of the direct debit 2 months in a row will result in cancellation of the membership.

Any outstanding direct debit payments must be paid before the Club will allow the member to re-join or resume their membership.

Membership /cards may be disabled until payments are settled. Payments can be made via the member portal or at Reception.



5.CATEGORY CHANGES

Members who wish to change their membership category to a lower category may do so after an initial 3-month period.

Notice to suspend is required by the last day of the month to suspend for the forthcoming month, with the exception of injury, which is reviewed by the Club Manager on a case-by-case basis. Evidence may be required to support the suspension request for medical or injury.

6. SUSPENSION OF MEMBERSHIP REQUESTS

Medical Reasons

Members wishing to freeze their membership due to medical reasons must provide a written request along with medical evidence, received no later than the last day of the month. There is no charge to freeze for medical reasons. Freezes can be from 1 month to a maximum of 6 months. Members will receive confirmation once their freeze has been processed. If members have not received confirmation, they should contact the club at their earliest convenience. There is no access to the Club during your suspension period.

Other suspension requests (no evidence or reason required)

Members can request to freeze their membership for a minimum of one month to a maximum of 6 months at a chargeable rate of £10 per month (£5 per month for junior or 18-23year membership categories). All requests must be received in writing no later than the last day of the month. Freeze charges will be paid in advance for annual pre-pay members. Memberships on direct debit, the DD amount will be amended for the period requested. Evidence is not required to freeze under these terms. There is no access to the Club during your suspension period.

Members are entitled to 2 visits to the club (to play or use the gym) whilst on suspension, before confirming they are fit to return. These are at a zero charge.

7.CHANGES TO DIRECT DEBITS

Membership prices for direct debit can increase at any time. CRAFC will notify members via email/letter with 10 days' notice prior to the next direct debit date. Any delays to collect direct debit payments will be notified by CRAFC with 10 days' notice.

8.GYM INDUCTIONS

Before any new Member can use the Gym facilities, they are required to have an induction session, which is inclusive in the membership. Personal assessments and training are also available.

Young adults of the ages 16 and 17 years may use the Gym at all times, after completing an induction with an approved trainer.

Junior gym is available for 14 and 15 years, or any child on the performance pathway. The session is under supervision and runs:

Monday – Friday 4pm – 5pm

Saturday 10.30am – 11.30am

Outside of these times juniors under 16 years are not permitted to use the gym facilities.

Booking is not necessary for this activity.

9. JUNIOR ADMISSION TIMES AND POLICY – Juniors are under 16 years

Juniors aged under 12 must be supervised by a parent or responsible adult (over the age of 18 years) at all times.

14 and 15 year old juniors, or any child on the performance pathway, may use the gym subject to our Junior Gym Hours.

Monday – Friday 4pm – 5pm

Saturday 10.30am – 11.30am

Juniors are **NOT** permitted to use the Wet Suite.

Juniors are **NOT** permitted in the Clubhouse after 2100 and may not sit at the bar at any time.

Junior Members can use the Club Racquet facilities at the same times as Off-Peak Members, subject to any additional flexibility laid down by the Tennis or Squash Committees from time to time.

Juniors may also use un-booked courts in peak hours providing there are no adult members wishing to use the court. At all times parental supervision is required.

This rule does not apply to juniors with agreed adult status.

Junior members requesting to sign in Social guests will be at the discretion of Reception

10.MEMBER BOOKING FEES

Tennis Dome

The Indoor Tennis facilities are bookable and charged at the rates currently advertised from approximately Oct -April.



11.CANCELLATION CHARGES

Rackets - Tennis, Squash & Racketball

A £5 charge will automatically be imposed within 10 days when a court is cancelled within 48 hours of the playing time and is not re-used, for 'No shows' and for non-payment of tournament entry fees by the end of the tournament.

This fee applies for each 45-minute booking.

Cancellation charges incurred will be applied to individual's member portal account and may restrict booking facilities if they remain unpaid.

For cancellations under 48 hours due to weather please call the club for further guidance.

Padel

A £20 per court charge will automatically be imposed within 10 days when a court is cancelled within 48 hours of the playing time and is not re-used, for 'No shows' and for non-payment of tournament entry fees by the end of the tournament. This fee applies for each 90-minute booking.

Cancellation charges incurred will be applied to the booking member's portal account and may restrict booking facilities if they remain unpaid.

For cancellations under 48 hours due to weather please call the club for further guidance.

Dome

No shows and late cancellations are charged at the relevant booked court fee applicable.

Membership cards may be disabled until cancellation charges are settled. Payments can be made via the member portal.

Personal Training

Member cancellation charges apply for the following:

- 48 hours' notice – no charge
- Between 48 – 24 hours' notice – 50% cancellation fee
- Less than 24 hours' notice – 100% cancellation fee

12. MEMBERS GUESTS

Members may introduce Guests under their own responsibility by 'signing them in' in the guest book.

Exception: when Guests are attending Club Social functions, for which the records of their tickets purchase shall be deemed a valid entry.

When attending the Club as a member's guest, all member guests shall be deemed to be Temporary Members for the period of that function. We allow guest vehicles as long as pre booked with reception.

Members are allowed to sign in both Social and Playing Guests.

All member guests must sign the Visitor's Book and may be required to complete a pre-exercise questionnaire.

Social guests are unlimited as to the number of occasions.

Members are restricted to 6 playing guests in any one year (April to March). Playing guests can be signed in for any racquet facility.

Member guests are not permitted access to the gym.

All guest visits are monitored.

No individual guest may play more than 6 times in any one year (April – March).

Once a member has signed in their 6-member playing guests they are not entitled to further playing guests in that year (April – March).

Members take full responsibility for their guest conduct and should ensure all Club rules are followed at all times.

FEES

Member Guest Fees Per Person

£10.00 Adults over 23 years

£5 Juniors & 18-23 years

£5 Wet Suite & Table Tennis

Junior members requesting to sign in Social guests will be at the discretion of Reception.



13. CAR PARK RULES

Car movements in and out of the Club are monitored via the barrier CCTV number plate recording system.

All club members (of whatever category, excluding juniors) may park at the Club subject to the following limits:

- Between 0800-1800 on weekdays, maximum total parking time 4 hours
- Weekends, bank holidays and overnight, no limits
- Staff and coaches whilst working, no limits

Non-members

May not park on the Club premises with the following exceptions:

- Emergency vehicles
- Disabled, delivery and service vehicles when authorised by Reception.
- Visiting teams, class members and clients (PT, sports massage and those attending pre-booked 1-1 coaching) vehicles when authorized by Reception.
- Members' guest vehicles, as long as pre-booked with Reception.

Regulation

Fines may be imposed (to the members' wallet system) for:

- Exceeding the weekday total of 4 hours
- Parking across or outside of marked parking bays

Membership fobs/cards may be disabled until fines are settled.

Junior memberships 16 years and under do not have access to the car park barrier.

Cars are left at members' own risk, CRAFC take no responsibility for any damage or theft to cars on Club property.

14. DRESS CODE

Steam Room/Sauna: These are mixed facilities and are available to members 16 years and over; swimwear must be worn at all times.

Gym: Athletic style clothing and clean footwear must be worn.

Court Clothing: Appropriate sportswear must be worn on court.

Footwear: Footwear on court must be Tennis/Squash approved, (i.e. non-marking). No Black soled shoes for squash, racquetball. No ridged soled shoes for tennis or padel.

15. ETIQUETTE

Court Etiquette: Members are asked to show consideration for other players and to observe court etiquette, e.g., by not crossing any other tennis courts where play is in progress.

Gym Etiquette: Members are asked to wipe down the machines after use – suitable wipes are provided. We encourage all gym users to use sweat towels. Members are requested to take mobile phone conversations off the gym floor.

After Play Etiquette: Members are reminded that it is their responsibility to respect their fellow members and ensure clean and dry clothing is worn in the bar and lounge areas. If any member is in doubt as to their readiness to enter the bar and lounge area the Club would encourage the use of the shower and changing facilities. Large bags should not be in the bar and lounge areas but left in the changing rooms or on the squash balcony.

16. MOBILE PHONES

Mobile Phones are not permitted in the Wet Suite Area.

All phone calls should be taken away from the Gym Floor.

17. CONDUCT OF MEMBERS

Members expect the highest standards of behaviour from fellow Members and their Guests, both on and off the premises. Any contravention of the Members' Code of Conduct will be dealt with by the Management under the procedures laid down, which are available for inspection at Reception at any reasonable time.

18. SMOKING/VAPING

Smoking/Vaping are not permitted on the premises, this includes the Terrace. Please use the allocated areas provided at the bottom of the terrace stairs.

19. SOCIAL EVENTS

When social events are taking place, the Bar/Function area may be closed to Members who have not purchased a ticket for the event after a specified pre-advertised time.

20. SECURITY/MEMBERSHIP CARDS

Membership cards are not transferable and are only valid for the person holding them. They permit access to the Club and any failure to use them will delay access to the Club whilst the members identity is verified.

Any misuse of the card may lead to the suspension or cancellation of membership.

A charge applies to reissue membership cards.



21.PAY & PLAY - NON-MEMBER BOOKINGS

A non-member is NOT classed as a Member Guest

All players booking Pay & Play facilities MUST ALL be non-members.

FACILITIES

Non-members may pre-book the following facilities:

- Tennis Dome - on Saturday afternoons
- Padel courts – available to book Monday to Sunday
- Squash – available to book Monday – Sunday
- Pickleball – available to book Monday - Sunday

There are no limits to the number of times a non-member can book any non-member bookable facilities.

Sub-Committees have approval to turn off non-member bookings at any time.

FEES

Guest Fees Per Person

£10.00 Adults

£10 Juniors

Court Fees

Off Peak - £3 per 45 minutes (60 mins for Pickleball)

Peak - £6 per 45 minutes (60 mins for Pickleball)

All fees are to be paid at the time of booking.

Guests are **NOT** permitted to use the Gym.

All non-members must sign the Visitor's Book and may be required to complete a pre-exercise questionnaire.

Non-members are not permitted to book tennis courts. CDC courts are available via ClubSpark (online booking system) or Club Reception. Refunds are available only at the discretion of the Management.

HOW TO BOOK

Non-members can book OFF PEAK times within 72 hours of the playing time and play in Off-Peak periods subject to paying the court fees as displayed on the booking sheet, plus guest fees due per person playing.

Non-members can book PEAK times on the day subject to court and guest fee charges.

All non-member fees are paid at the time of booking. Refunds are at the discretion of the management.

NON-MEMBERS ARE NOT PERMITTED TO USE THE CAR PARK OR THE CLUB FACILITIES EXCEPT TOILETS.

22.BAR AND RESTAURANT

Only food and drink purchased at the Club may be consumed on the premises.

23.DOGS

We welcome dogs into our carpeted lounge and terrace area only. Dogs are not permitted in the Restaurant or to be tied up and left without supervision at any time. Dogs are not permitted on the ground level (except the car park) at any time.

Strictly only assistance dogs are permitted onto court facilities within a supervised activity.

24.LOST PROPERTY

Chichester Racquets and Fitness Club cannot be held responsible for the loss of personal possessions lost or left on the club premises.

25.CLUB OPENING TIMES

THE CLUB	Summer	Winter
MON – THUR	06.30–22.00	06.30–22.00
FRIDAY	06.30–23.00	06.30–23.00
SATURDAY	08.00–20.00	08.00–19.00
SUNDAY	09.00–19.00	08.00–19.00

THE GYM		
WEEKDAYS	06.30–22.00	06.30–22.00
SATURDAY	08.00–20.00	08.00–19.00
SUNDAY	09.00–19.00	08.00–19.00

THE WET SUITE		
MONDAY – THURSDAY	06.30–21.00	06.30–21.00
FRIDAY	06.30–22.00	06.30–22.00
SATURDAY	08.00–19.00	08.00–18.00
SUNDAY'S	09.00–18.00	08.00–18.00

THE BAR		
MON – THUR	11.00–21.30	11.00–21.30
FRIDAY	11.00–22.30	11.00–22.30
SATURDAY	11.00–19.30	11.00–18.30
SUNDAY	11.00–18.30	11.00–18.30

THE CAFÉ		TERM TIME ONLY
MONDAY – THURSDAY	08.30–14.30	16.00–18.00
FRIDAY	08.30–14.30	16.00–18.00
	18.30–20.30	
SATURDAY	09.00–14.30	
SUNDAY'S	09.30–14.30	

Food is served on Friday nights and Sports nights. The Club will not permit alcohol to be consumed within the Club premises more than 30 minutes after closing time. Soft drinks and hot beverages are available throughout the opening times

Opening Hours may vary in the summer season
PLEASE NOTE THE CLUB MAY CLOSE EARLIER AT WEEKENDS IF THE FACILITIES ARE NOT BEING USED



26.COURT BOOKING PROCEDURES

Members are permitted to book a Tennis, Padel, Squash or Pickleball court for a maximum of 90 minutes per day, one week in advance at the followings times which may be varied at the discretion of the appropriate committee.

Play is limited to 90 minutes per person per day for Padel only.

ALL COURTS ARE BOOKABLE ONLINE OR BY PHONE FROM 7.30AM

NB: If a court, which has been booked, is not being used within 10 minutes of the start time, it can be released for the use of other Members.

27.CLUB AFFILIATED COACHES

Justin Pollard	Tennis	01243 811997	Justin@chichestertennisacademy.co.uk
Pete Cook	Tennis & Padel	07879 494275	
Joe Glover	Tennis	07923 306549	
Tim Vail	Squash, Racketball	07939 005959	
Josh Home	Personal Trainer	07967 114500	Josh@CRAFC.co.uk
Megan Knight	Personal Trainer	07592 832588	Megan@CRAFC.co.uk
Peter Lamb	Personal Trainer		Peter@CRAFC.co.uk

CRAFC reserves the right to amend The Club Rules at any time

CRAFC Club Rules signed and agreed by...

Name: JAMES HUMPHRYS

Date: 29 May 2025

Signature:



Board Position: CHAIR

