

# **™**Good Company

# Handbook Club Etiquette

INCLUDING: GUESTS • CELLULAR PHONES &
TABLETS • SOCIAL MEDIA & CONDUCT • ATTIRE
FITNESS • TENNIS & PADDLE TENNIS
BOWLING • CHILDREN • MEMBER BREAKFAST
GRATUITIES • PETS • SMOKING • GOLF
BUSINESS CENTER • ALCOHOLIC BEVERAGES



# Maintaining Our Culture of "In Good Company"

Ladies and Gentlemen of Country Club of Detroit,

For 125 years, Country Club of Detroit has been a source of longstanding traditions, welcomed respite, friendly competition and lasting memories of family and friends, together "In Good Company."

The Country Club of Detroit Rules of Conduct and Dress are minimum standards put forth to ensure that the Club remains a special place for you, your family and your invited guests now and for generations to come. In a world filled with distractions, we want to make certain that Country Club of Detroit serves as a sanctuary for you and your fellow Members.

Please take the opportunity to review this booklet and share the information with your family members and those you invite to the Club. We have rules at Country Club of Detroit for a reason — to protect the past, the present and the future — so we kindly ask that you adhere to these rules and policies, and have respect for the staff who may need to remind you of these rules from time-to-time.

Thank you for your attention, cooperation and commitment to making Country Club *of* Detroit one of the finest clubs in the country.

CRAIG K. CUTLER, CCM General Manager/COO

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## GUESTS

THE RULE:

Your Guest is your responsibility.

IN PLAIN WORDS

It is the obligation of the Member to make sure that house rules are adhered to by all guests. Any infraction by a guest is treated as if it is an infraction of the Member.



# CELLULAR PHONES & TABLETS

#### THE RULE:

### Talking on cellular phones is strictly prohibited.

This rule applies anywhere on Club property with the following exceptions. All cellular devices should be "silenced" at all times on Club grounds.

Voice Calls: Brief, discreet cell calls may be taken in the phone booth in the main lobby, at your locker or in the Pool Office, inside your vehicle or next to your vehicle in the parking lot.

Text: Quick, discreet use; no prolonged conversations.

Email: Quick, discreet use.

Web: e-Read

IN PLAIN WORDS

#### Voice Calls

- Talking on your phone in any area other than the designated spaces stated above is prohibited. This means phone calls are not allowed in the Club, on the golf course, in any golf practice area, any racquets area, the pool deck and Summer Village campus, the Bowling Center, Fitness Center, Polo Field, or any other public area inside or outside the clubhouse.
- Members should not answer phone calls in a public space and ask callers to hold. Members are expected to send calls to voicemail and then go to a designated talking area.
- Members may not start a phone conversation inside their car and continue or finish it while walking on Club grounds. Please finish your call inside or next to your vehicle.

- Brief and discreet calls in designated areas are exactly that—brief and discreet. Members and their guests are not permitted to hold extended conference calls or long business or personal discussions in these areas. Please be brief.
- Members are not allowed to conduct voice calls via AirPods or other wireless headsets in any area inside or outside of the clubhouse, except in the aforementioned designated voice call zones.

#### **Text and Email**

• The optimum words here are short and discreet. Members should not conduct prolonged text or email conversations anywhere on Club property. If a longer time is needed for an "e-conversation," please do so in a designated voice call area.

**Discreet** means a quick glance at a text or email and a short response, after which phones should be returned to out-of-sight.

#### Web Usage

Members are permitted to use their cell phones and tablets to read e-news articles, subscription services such as the WSJ, and e-magazines while in the fitness center (on cardio equipment only), by the pool, in the Bowling Center and in the Grille Room during breakfast and lunch.

• Members may use their tablets or cell phones to watch movies or subscription services of appropriate taste with headphones in the fitness center (on cardio equipment only) and in the pool area only. Children under the age of 13 are permitted to use their phones or tablets to view appropriate entertainment and play games with headphones in the Bowling Center and the Grille Room during casual dining season (Labor Day until Memorial Day). Using tablets or phones to view video entertainment in any other dining area, including the Main Dining



Room, the Outer Terrace. Formal Porch and the Tavern, is prohibited.

- The use of fitness apps for training purposes is allowed in the Fitness Center.
- The use of laptops in all public areas of the Club is prohibited except in the Business Center.



# SOCIAL MEDIA & CONDUCT AT THE CLUB

#### THE RULE:

CCD Members have held themselves to a higher standard of behavior to be considered "Good Company."

This expectation relates to how we comport ourselves in our daily lives both at and away from the Club. CCD asks its Members to be thoughtful and judicious in their use of social media.

#### IN PLAIN WORDS

· Social media postings should not be profane, discriminatory, or express intolerance, and should never be expressly directed at or include reference to a fellow CCD Member or the Member's family without their permission.





### The dress code defines the minimum requirement for proper attire.

The Club always honors more traditional attire such as coats, ties and other modes of formal dress.

#### HATS

Men are prohibited from wearing hats or visors of any type anywhere within the clubhouse, with the exception of the Men's Locker Room. Men are asked to remove their hats before entering the clubhouse: "No cover under cover." Hats are acceptable for women in any Club location.

- Simply stated, hats are permitted for men in the outdoor areas of the campus, inside the Men's Locker Room and the Halfway House. Hats are prohibited anywhere inside the clubhouse.
- · Men should remove hats when leaving the parking lot and entering any areas of the Club.

#### DINING VENUES

#### Main Dining Room, Tavern and Terrace

**Men/Boys:** Collared shirt, dress slacks or Bermuda length shorts; no sandals or open toed shoes are allowed.

Women/Girls: Dresses, skirts, slacks and shorts of mid-thigh length at minimum.

#### IN PLAIN WORDS

- Men: No cut-off or athletic shorts, cargo shorts or pants, swim suits, or denim
  of any kind are permitted in any of the above dining areas. Sandals or open toed
  footwear is not permitted anywhere inside the clubhouse, with the exception of the
  Men's Locker Room or entering the massage area of the Fitness Center.
- Men should have their shirts tucked in at all times.
- Women: No denim of any kind in the above dining areas. Pants and slacks in good taste and repair. Shorts must be of mid-thigh length at minimum. Cut-offs, swim suits, and cargo or athletic shorts are not allowed.
- Tennis whites are permitted in the Tavern and Outside Terrace during tennis season. Women are permitted to wear hats; men are not.

#### Covered Porch

**Men/Boys:** Sport jacket required for ages 16 and over. Ties are optional. **Women:** Dresses, skirts, slacks and shorts of mid-thigh length at minimum.

#### The Grille Room

#### LABOR DAY TO MEMORIAL DAY

Attire in keeping with the character of the Club in a casual, come-as-you-are environment. Traditional Club attire as well as denim and athleisure wear is acceptable. Open toed shoes are not permitted for men.

Saturday Morning Member Breakfast requires a collared shirt.

- Denim in good condition and modest athleisure wear is acceptable.
- Non-verbal tee shirts and "Hoodies" are allowed; hoods must be worn down at all times.
- For women, leggings are appropriate attire in the Grille Room. (continued)

#### ATTIRE (continued)

- Men are not permitted to wear hats in the Grille Room.
- Men should have their shirts tucked in unless the style is specifically to be worn out.
- No sandals or open toed shoes of any kind are allowed to be worn by men in the Grille Room.

#### MEMORIAL DAY TO LABOR DAY

Due to the frequent use of the Grille Room for business entertainment purposes during golf season, the Grille Room requires club casual or tennis attire for lunch and dinner service as outlined below:

Men/Boys: Collared shirt, slacks, Bermuda-length shorts or tennis whites, closed toed shoes are required.

Women/Girls: Dresses, skirts, slacks, shorts of mid-thigh length at minimum or tennis whites.

#### IN PLAIN WORDS

- No denim is allowed in the Grille Room during this time.
- Fitness apparel is not allowed in the Grille Room during this time.
- Sweatshirt "Hoodies" are not permitted.
- Men are not permitted to wear hats in the Grille Room.
- Men are not permitted to wear sandals or open toed shoes of any kind.

#### Summer Village/Pool Complex

Attire in keeping with the character of the Club is required in the Summer Village. This includes traditional Club attire, as well as denim of any color and fitness/swim attire in good taste. A cover-up or tee shirt must be worn in any of the Summer Village buildings, including the pool office. With the exception of the locker rooms, footwear must be worn in all Summer Village buildings.

- All denim must be in good repair; no holes or frayed ends.
- Cut-off shorts are not permitted.
- Ladies are asked to wear cover-ups in all dining areas.





### FITNESS

THE RULE:

### Resident guests are not permitted in the Fitness Center.

**Non-Resident Family Members** (must be Immediate Family Members) have no usage limit with an applicable guest fee per visit.

Non-Resident/Non-Family guests are limited to five (5) visits per year for a duration of one (1) week with an applicable guest fee per visit, and must be pre-registered with a guest pass.

- Non-Resident Family Members (Immediate Family): Immediate Family is defined as the Member, their spouse, children or stepchildren.
- · Au pairs, long-term nannies or foreign exchange students are not considered Immediate Family.



Tennis guests are limited to one (1) visit per week with an applicable guest fee.

#### **TENNIS FACILITY**

All Members and their guests are required to wear tennis whites as described in the tennis handbook.



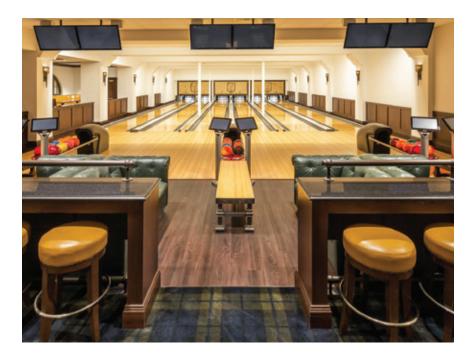
Paddle guests are limited to one (1) visit per week with an applicable guest fee.

#### IN PLAIN WORDS

- Please register every guest either online or with the front desk. Late addition guests must be registered and paid for via the chit box located in the Racquets Building.
- Guests who are known and witnessed to visit the CCD paddle courts more than once per week may have their guest privileges revoked for a set amount of time.



• Music is not allowed on the courts unless you have rented all courts and the Racquets Building for a private event.





#### THE RULE:

# Members are asked to wear Club appropriate attire in the Bowling Center.

Denim is permitted in good taste (without rips, holes or tears) and all gentlemen above the age of 16 are required to wear a collared shirt while in the Bowling Center. Tee shirts are not acceptable. Hats are not permitted to be worn anywhere in the Bowling Center.

- Sweatpants or fitness attire is not permitted in the Bowling Center.
- For women, leggings are appropriate in the Bowling Center.



### CHILDREN

THE RULE:

### Members are responsible for the conduct of their children at all times while they are on Club grounds.

Children under the age of 13 and unaccompanied by a parent are not allowed in the Men's or Ladies' Locker Rooms.

Children under the age of 21 shall be permitted in the Tavern or Men's Lounge ONLY when accompanied by a Member.

Unless a Junior Member, adult children over the age of 23 are not permitted on Club grounds, nor are able to utilize Club services and amenities without a Parent/Member present.

- Adult children over the age of 23 cannot reserve paddle courts or bring guests to the Club without a Parent/Member present.
- Children under the age of 21 are not allowed to dine in the Tavern without a Member present.
- Children are not allowed to occupy the locker rooms for an extended amount of time.
- All Members will be held accountable for their children's actions at the Club.





#### THE RULE:

The Member Breakfast does not extend to spouses, children or any other family or guests.

Saturday morning breakfast in the Grille Room is reserved for Members only from 7:00 am to 10:00 am.

Special exceptions for out-of-town family guests may be made in advance with the General Manager. Overnight non-family guests may not dine in the Grille Room for Member Breakfast.

Dress is golf attire or better; no denim, please.



# GRATUITIES

THE RULE:

Cash gratuities paid to Club employees are strictly prohibited,

with the exception of golf locker rooms, caddies, valet services and massage therapists.



## SMOKING

THE RULE:

**Smoking** is allowed in designated areas only!

Smoking of tobacco products is permitted only on the golf courses and Bowling Green.

Smoking of cannabis products of any kind is strictly prohibited in the clubhouse and anywhere on property.



# ALCOHOLIC BEVERAGES

#### THE RULE:

Only alcoholic beverages served by the Club may be consumed on Club property

in accordance with the rules and regulations of the Michigan State Liquor Control Commission.

Members who purchase alcohol for consumption on the golf course are asked to consume those beverages on the course, the Outer Terrace or the Bowling Green, and to not bring "bags of beer" into any clubhouse restaurant or the Tavern.



### Pets must be under their owner's control or on a leash at all times.

Pets are permitted on the "Polo Field" and in the "Woods." Pets are not permitted at the Summer Village, on the golf course, short course, or any practice facility. Pets are not allowed in or around any of the racquet facilities including the courts and paddle/tennis house. Pets are not allowed inside the clubhouse at any time. Pets are not allowed to be walked along any walkways or service roads around the clubhouse or on the course.

- If you are walking anywhere with your pet except on the Polo Field or in the Woods, you are in violation of Club policy.
- Do not walk your dogs along the Woods during golf season.
- If your dog is known to not get along with other dogs or people, please use common sense and have the dog on a leash when others are present.
- Don't assume your dog won't run, or "never does that at home."







#### THE RULE:

Golf guests are limited to the same guest a maximum of three (3) times per year.

Members are required to register all guests with the Golf Shop and include email addresses for each guest at the time of registration.

#### IN PLAIN WORDS

 No person can be a guest on the golf course more than three (3) times per season, including tournaments.



#### { FACILITIES (GOLF) }

#### THE RULE:

Golf attire for all men, women and children must be in keeping with Club tradition at all facilities:

- Championship Course
- Short Course
- Driving Range
- Putting Green
- Short Game Practice Area
- Indoor Golf Facility
- The Golf Shop

Men: Slacks or shorts of mid-thigh length with a collared shirt. All shirts must be tucked in and not hang over pants or shorts. Hats or visors are permitted in the above mentioned golf areas as well as the Men's Locker Room.

Women: Slacks or shorts/skirts of mid-thigh length or longer. Women's sleeveless shirts must have a collar.

#### IN PLAIN WORDS

- No denim of any kind is allowed in these areas for men or women.
- Cut-off shorts, cargo pants or shorts, tennis clothing, tank tops or tee shirts are not permitted for men or women.
- No sweatshirt hoodies are permitted.
- No fitness attire is permitted at any golf facility.



# { WEATHER WARNING POLICY (GOLF) }

#### THE RULE:

When the weather warning system is activated, all play must stop immediately

for all golfers and caddies, with no exceptions.

Please seek shelter immediately at the clubhouse, Golf Shop, Oasis, Golf Maintenance Building, #9, #15 or #16 tee box.

#### IN PLAIN WORDS

 If the weather siren sounds, vacate the course and do not continue with play. Not adhering to this rule could result in immediate restriction of your golf course usage.







#### { ON COURSE RULES (GOLF) }

#### **REGARDING:**

Divot Filling/Replacement, Ball Mark Repair, Bunker Raking and Golf Cart Usage

#### Divot Filling/Replacement:

· All divots in fairway should either be filled or replaced. If the divot is a solid piece of turf, please replace and fill in edges with divot mix. Should the divot be in pieces, please fill all with divot mix and level with your foot. DO NOT fill divots in the rough with divot mix.

#### Ball Mark Repair:

• All players should abide by a "Mine-Plus-One" policy for ball mark repair—fix your ball mark and one additional on each green. This helps optimize the health of the greens, mitigates unrepaired ball marks and minimizes the intrusion of poa annua.

- Ball mark repair is completed by the following process:
  - Use a ball mark repair tool or tee and work around the outside of the ball mark, pushing the turf back towards the middle of the ball mark.
  - Tap the ball mark back smooth with putter.

#### Bunker Raking:

Bunkers must be raked following each sand shot by players.

The following process should be observed:

- Players enter from the low side of the bunkers with bunker rake.
- After your shot, rake the bunker smooth and exit the same way you entered.
- Do not walk up the bunker face.
- Rake is replaced on the turf outside the bunker, with the bunker rake handle pointing back towards the fairway/line of play.

#### Golf Cart Usage:

• Golf carts are to remain 30+ feet away from greens at ALL times.

#### Pull Carts:

• The use of individually owned pull carts will not be permitted. If you would like to use a pull cart, a Club-owned one must be utilized.

# { DRIVING RANGE (GOLF) }

Given the logistics of our Driving Range and for the safety of our neighbors, we have instituted the following.

#### **RULES:**

- Use the white range balls for shots under 220 yards.
- Use the yellow range balls for shots over 220 yards.
- Juniors (children of Members up to age 23) should hit only in the designated "Junior Area" and defer to a Member, if Members are waiting.
- When the range is set up for hitting on mats, it is prohibited to hit off any grass area on the range.



# { EQUIPMENT THROWING OR DAMAGE OF PROPERTY (GOLF) }

#### THE RULE:

The throwing or damage of personal or Club property will not be tolerated and could cause serious harm to you, playing competitors or caddies.

#### IN PLAIN WORDS

• Sportsmanship is what "In Good Company" is all about—and the throwing of clubs or damaging Club property is a direct violation.



#### { PACE OF PLAY POLICES (GOLF) }

#### THE RULE:

All play must be completed in under four hours.

You MUST KEEP UP with the group in front. Groups looking for balls or falling behind should invite the next group to play through.

Players should be ready to play as soon as it is their turn. When on the putting green, players should leave bags and carts in a position that enables them to move quickly from the green to the NEXT tee.

IN PLAIN WORDS

We will enforce pace of play in the following steps:

- Slow groups will be warned to catch up.
- Groups that cannot catch up will be asked to **pick up** and move into position.
- USGA Handicap Rules allow for Equitable Stroke Control. You can post a score without finishing a hole. Know the rules and please keep moving.





# { ADDITIONAL RULES (GOLF) }

The following are some of the unwritten rules that we ask Members to adhere to on the golf course and across the practice facilities.

- Cell phone use for voice calls is prohibited at all golf facilities.
- All tobacco use on the Driving Range is prohibited.



 Music is not allowed on the golf courses or any practice facilities at any time.



## BUSINESS CENTER

#### THE RULE:

### The Business Center in the Centennial Room is available for Member use

during business hours to conduct work prior to or after an event at the Club and should be limited to two hours daily.\*

#### **Business Center Hours**

Monday through Friday: 9:00 am to 5:00 pm Saturday and Sunday: 9:00 am to 12:00 pm

- Phone use is permitted in the Centennial Room only. Please be mindful of others using the space. Minimum dress standard is country club casual.
- \*The Centennial Room may be booked for a Member event on occasion. Please call the front desk to check availability.

#### IN PLAIN WORDS

When using the Business Center, dress as you would for dinner in the Main Dining Room or the outer terrace.

#### Voice Calls:

Members may use their cell phones for business discussions inside the Business Center. We ask that you please be respectful of others in the Center and conduct these calls via a wireless headset, AirPods or similar, or phone-to-ear. Speakerphone conversations are not allowed.

Phone calls are limited to inside the Business Center—the remainder of the second floor of the Club remains a "no call" zone. If there are others on calls in the Business Center and you find this a distraction, please proceed to the phone booth opposite the front desk, or to your locker in the Men's/Ladies Locker Room for a discreet conversation. Please be respectful of others in the Business Center and limit phone usage in this room.



# ENFORCEMENT OF ALL CLUB & CAMPUS RULES

It is the role of the General Manager and the staff to police and enforce the rules of the Club.

IN PLAIN WORDS

Members who are in violation of one of the Club rules are kindly asked to respect the efforts of our staff on enforcing these rules for the enjoyment and benefit of the entire membership.

Club staff will be asked to file all violations and issued warnings with their manager at the end of their shift. Violations will then be reported to the General Manager and House Committee lead on the Board of Governors.



# CONSEQUENCES & ACTIONS

Violations as determined by the Board of Governors.

IN PLAIN WORDS

Understand the rules of Country Club of Detroit and follow them accordingly.

We want everyone to enjoy their membership and create a community of harmony and friendship *In Good Company*.



COUNTRY CLUB *OF* DETROIT
220 COUNTRY CLUB DRIVE, GROSSE POINTE FARMS, MICHIGAN 48236
313.881.8000 // www.ccofd.com