



RGC MAHJONG COLLECTIVE Standard Operating Procedure (SOP)

Dear Members,

To ensure a smooth and enjoyable experience for all participants, we request you to kindly adhere to the following guidelines governing the use of the Mahjong facilities at the Club.

BOOKINGS & RESERVATIONS

- Table reservations are mandatory and will be accepted on a first-come, first-served basis.
- Each booking is limited to one table and a maximum of four players.
- Reservations may be made through the WhatsApp group or by contacting the Club

Reception:

- 9905928334
- 7654102705

PLAYING SCHEDULE

Mahjong Open Play sessions will be available from Monday to Friday during the following time slots:

- 11:30 AM – 1:30 PM
- 3:00 PM – 5:00 PM
- 5:00 PM – 7:00 PM

Each booking is restricted to the allotted two-hour slot.

ELIGIBILITY

- Mahjong facilities are exclusively available to RGC members.
- Dependents must be 18 years of age or above to participate.
- Members are responsible for the conduct of their guests and dependents while using Club facilities.



PUNCTUALITY

- Players are requested to arrive on time for their reserved slot.
- If a table remains unoccupied 15 minutes after the scheduled start time without prior intimation, the Club reserves the right to release the booking to other members.

CARE OF EQUIPMENT

- Members are requested to handle all Mahjong sets, tiles, racks, dice and accessories with care.
- At the conclusion of play, all pieces must be returned to their designated storage boxes and verified for completeness.

LOSS OR DAMAGE

- In the event of any loss, breakage or damage to Mahjong tiles, racks or accessories, the member responsible shall be required to replace the entire set.
- To ensure uniformity and quality, replacement sets must conform to Club specifications. Members are requested to contact the Club Office before procuring any replacement.

CONDUCT & ETIQUETTE

- Members are expected to maintain a courteous and respectful playing environment at all times.
- Loud or disruptive behaviour that may inconvenience other members is discouraged.
- Food and beverages should be handled carefully to prevent damage to Club equipment.

CLUB RIGHTS

- The Club reserves the right to amend these guidelines as and when required in the interest of members and the efficient functioning of the RGC Mahjong Collective.

We seek your cooperation in maintaining the spirit of fellowship, sportsmanship and respect that defines the RGC Mahjong Collective.

For Ranchi Gymkhana Club

Mahjong Sub-Committee