

## **HOUSE RULES AND DRESS CODE**

### **Background and Principles**

Sällskapet is a private members' club whose purpose is to provide opportunities for socializing, enjoying good food and drinks, and engaging in other activities both in groups and private settings within a homely environment for the Club's members, and, when eligible, invited guests.

The Club's house rules concerning behavior and dress code are regulations adopted by the Board. They are a central part of the club life and everyone's experience during their visit to the Club. These guidelines are meant to facilitate comfortable interaction by creating shared expectations. Adhering to these guidelines demonstrates the care and respect that members and guests are expected to show each other, as well as towards Sällskapet's staff, and should therefore not be subject to individual interpretation.

Members are, of course, always responsible for their own behavior, but to an equal extent for the behavior of their guests. This, at times, especially for first-time visitors, requires the responsible member to gently and clearly explain relevant parts of these guidelines before the guest's visit, to avoid the visit being interrupted or unnecessary and potentially embarrassing corrections being made.

The Club Secretary manages and is responsible for the daily operations of the Club. This gives the Club Secretary the mandate to require compliance with the instructions and directives the Club Secretary deems necessary, even for situations not explicitly covered by these guidelines, for both members and guests. It is also part of Sällskapet's concierges' duties to remind members and guests of the house rules, including the dress code, when needed.

### **General Guidelines**

#### **Personal Belongings and Use of Mobile Phones**

Headphones, earbuds, briefcases, newspapers, laptops, tablets, documents, and similar items should not be brought into the Club's premises (except in the Conference Room, the Sewing Room, and to some extent the Library, as described below concerning the Club's facilities). It is preferable to leave such items in the lockers provided for this purpose in the Foyer. Mobile phones are, of course, allowed but must remain in silent mode without being taken out. Exceptions can be made for using the calendar function if necessary. Phone calls, regardless of importance, should only be made in the Foyer, preferably in the Telephone Booth located there, or in the Sewing Room.

#### **Guests**

A member has the right to invite guests to the Club, who will pay a special guest fee for which the member is responsible. All guests must sign Sällskapet's guest book upon arrival in the Foyer and agree to request the guest fee to be added to the bill upon payment. Guests generally have access to all the Club's rooms except the Library, which is reserved for members. Female guests are welcome to the second floor during lunch and throughout the building, except for the Library, from 3 PM. Member's wife, moreover, has access to the second floor, in the same way as the member, including bringing here own guests, even without the member's presence. The wife must sign the guest book and indicate their husband as the host but will not be charged the guest fee. Children may accompany adults as guests to Sunday dinners, afternoon teas, and other family events under adult supervision.

#### **Photography and Publication**

Photography is not permitted under any circumstances within Sällskapet's premises, except during private gatherings. Exceptions may be granted by the Club Secretary in special cases. Publishing photographs taken on the Club's premises is never allowed, regardless of media.

## **The Restaurant**

Sällskapet's kitchen, restaurant, and bar, as well as all the interior, are owned by the Club but leased to a restaurateur. The daily operations are, however, marked by a desire from all parties that it feels like the Club's own restaurant. Questions and requests may be addressed directly to the staff, but complaints or other feedback should be directed to the Club Secretary. Payment for members, guests, and visitors from reciprocal clubs is always made before leaving the Club.

Tips are not given by either members or guests but are collected towards a "Christmas Gift Fund" by the end of the year. Members are encouraged to show their own and guests' appreciation for the good service during the past year by writing their name and the amount given in a designated booklet on the concierge's desk, followed by cash or card payment. Members may, of course, give their gift anonymously if preferred.

## **The Royal Opera**

The Club, in cooperation with Nya Sällskapet, has five box seats at the Royal Opera, which are booked via the concierge. The dress code in the box is dark lounge suit, except for premieres and gala performances, when the dress code is black tie. Upon arrival at the box, the member should leave their business card in the foyer and introduce themselves to the other guests in the box. Tickets are personal and may not be transferred.

## **Visiting a Reciprocal Club as a Member of Sällskapet**

Well in advance of any visit to a reciprocal club, the member requests a "Letter of Introduction" from our Secretariat to be sent to the club they intend to visit. The member is required to familiarize themselves with the reciprocal club's rules before arrival. The Club Secretary is happy to receive feedback and experiences after the member's visit. If the club visited does not meet the standard or style that was initially a basis for its reciprocity, this information should be delivered to the Club Secretary. Members are also free to suggest potential reciprocity with a club visited.

## **Visiting Sällskapet as a Member of a Reciprocal Club**

A member of a reciprocal club should notify their visit at the Secretariat upon their first arrival, where the Letter of Introduction will be verified. The visiting member then signs the guest book, stating their home club as the host, and pays the guest fee. The visitor has access to the Club's premises to the same extent as a member (except the Library) but may not normally participate in club events or book rooms for private events. The visiting member may also bring guests, up to a normal table size, but may not book a private space or dining room. Such visits are limited to 10 days per year. Members from other Nordic clubs do not pay a guest fee. For members of Nya Sällskapet, visits are limited to participating in à la carte dinners.

Visitors to Sällskapet are expected to be familiar with and comply with these house rules, regardless of what applies at their own or other clubs.

## **Member's Booking of Sällskapet for a Private Event**

A member may request the restaurateur to arrange an event in an appropriate club room for private use. Even in these cases, the house rules apply, and the member is responsible for the behavior of all their guests.

## **Dogs**

Dogs are not allowed on the Club's premises where members socialize. However, well-behaved dogs may be left in the care of the concierge and can be fed for a fee.

## **Dress Code**

Sällskapet's dress code is designed to help members and guests understand what is expected of them, contributing to comfort, safety, and pleasant social interactions. The dress code is based on

Sällskapet's tradition of a classic gentlemen's club with an English style, and it is a way for members and guests to show respect for each other, themselves, and the Club, and adherence is thus not optional.

It is understood that not every detail can or should be explicitly regulated, and members and guests are expected to use their good judgment based on the guidelines provided below and general dress etiquette. Naturally, clothing should fit well and be worn correctly. The same dress code applies to female guests as it does for male members and guests. Visiting children under 15 years old should wear neat and proper clothing. If in doubt regarding specific cases, members should contact the Club Secretary on behalf of themselves or their guest. Medical limitations, of course, take precedence over the dress code.

Sällskapet's regular club attire is a tailored jacket and trousers, or alternatively, a suit, shirt, and tie (or bow tie), and classic low-heeled shoes. Military daily attire is always allowed as club attire, as is dark lounge suit attire. Outerwear, sweaters (except for slipovers), down vests, etc., must be left in the cloakroom.

Wearing jeans, regardless of color, is not allowed at Sällskapet. Shirts should always be buttoned at the neck, and ties/bow ties should be properly fastened. Sneakers and trainers are not permitted at the Club, regardless of color.

Dark lounge suits are the regular dress code for general meetings, club dinners, and other events where stated. A white shirt should be worn with a dark suit. Tuxedos are worn for "proposers dinners", balls, and other specified occasions.

White tie (tails with a white vest) is typically only worn for Sällskapet's anniversary dinner and is then the required attire. Military formal dress is not used, but military mess dress is allowed for private gatherings.

### **The Club's Rooms and Facilities**

In addition to the general regulations regarding the clubhouse, the following apply to the Club's various rooms and facilities. A member who causes damage to the property or its furnishings is obliged to reimburse, including damages caused by a guest, which also applies to private events.

#### **Ground Floor**

The Conference Room is the Board's meeting room but may also be used after booking with the concierge. If external meetings are involved, a fee will apply. All types of work materials, including mobile phones, are allowed in the Conference Room.

The Secretariat and Club Secretary's office are generally staffed during office hours.

The Library is for members only. Silence must be maintained in the Main Reading Room, and conversations in other parts of the Library should be discreet. Longer conversations with, for example, the librarian should be held outside the Library. Most books can be borrowed for 1–3 months after registration with the concierge. When a member wishes to read multiple newspapers from the Library, only one may be taken at a time to allow availability for other members. Mobile phones and tablets may be used for reading but must be in silent mode.

#### **First Floor**

The Main Dining Hall, which accommodates 100 people, is the Club's most magnificent space, a perfect replica of its counterpart in the Club's former premises at Hotel Rydberg in the 1850s. Tables for both lunch and dinner should be booked in advance with the restaurateur. At some lunch tables, traditions and routines have developed over the years, with a certain degree of home-court privilege for individual members and groups. These should be respected as part of club life. The Shared Table below the grand mirror is always available for all members at lunchtime, where they may sit without a reservation, preferably stating their name if it is not already known among those sitting nearby.

In the evening, the dining hall may be fully booked. The dining hall is equipped with a sound system, and a lectern may be borrowed if needed.

Bellman is a smaller separate dining room for up to 10 guests with entrance from the Main Dining Hall.

The Club normally serves à la carte dinners for members with guests, regardless of other events in the house. This often takes place in the Main Dining Hall, but depending on the size of the other gathering, it may also be in other spaces. During such à la carte service, speeches, singing, or music performances are also not allowed. For larger club events, no other activities, including à la carte service, are allowed.

Maxim, the King's Room, the Pump Room, the Stockholm Room (the Bar), and the Club Room are used as coffee and social rooms, usually without restrictions for a member with a guest. The doors between the rooms are generally kept open. During lunch hours, the Pump Room is primarily used for coffee at the Shared Table. If an individual member wishes to ensure a particular coffee table, it is advisable to contact the head waiter in advance. In the King's Room, there is a door leading to a balcony, but access is only allowed for staff, regardless of the event.

## **Second Floor**

Here you will find the Bridge Room, which leads to the Billiards Room and the Sewing Room. The latter can be used as a workspace, where work materials, including mobile phone conversations, are allowed. These rooms should be booked with the concierge if needed.

The Gustavian Dining Room is a space for up to 22 people, and if reserved, the adjoining room for drinks and coffee may be used. The latter room, the Gustavian Salon, can be booked separately. The Blue Dining Room accommodates around 50 people. The piano standing outside these two rooms may, with staff permission, be moved into any of the rooms. Beyond these two dining rooms is the English Dining Room, a private space ideal for individual lunches or dinners. It accommodates 2–6 people. These three dining rooms and the Gustavian Salon should be booked with the head waiter.

## **The Basement**

The basement can be accessed through a door next to the elevator in the Foyer and leads to the Cigar Lounge. It is the only area in the building where smoking is allowed, with a preference for cigars and pipes. The room is fully equipped, including its ventilation, to accommodate up to 25 smokers. Smoking in the Cigar Lounge is done seated, and when all chairs are occupied, the room is considered full, and no additional visitors are allowed. Bringing extra chairs or sitting on the arms of sofas or armchairs is not permitted. The visiting member and their guest are expected to be aware of this and either wait for a place to become available or avoid the busiest times.

In the basement, there is another space for billiards, the Carambole Room, which is less elegant than the Billiards Room. There is also a wine cellar where members can rent lockers for wine storage. However, the wine may not be consumed at Sällskapet. There is also a changing room with a shower.

## **Evacuation**

In the event of an emergency, evacuation can occur through the following exits, in addition to the regular exit at Arsenalsgatan 7, all of which lead to the Handelsbanken courtyard with an exit to Grevgränd:

- The window in the Main Dining Hall nearest to the Bellman Room
- The window in the Sewing Room
- Through the kitchen on the ground floor
- Opposite the wine cellar door in the basement

The meeting point after evacuation is at Blasieholmstorg.