



Queens Park Tennis Club CIC

Guest Fees Policy

Key contact:

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Who policy is intended for:

All Queens Park Tennis Club members, Guests of members, Parents and legal guardians of junior players / children

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1. Policy summary

The ethos of Queens Park Tennis Club CIC (QPTC CIC) is that everyone who plays tennis on our courts should contribute to their financial upkeep. The Guest Fees Policy sets out the requirement for all members of QPTC CIC to pay a fee for non-member playing guests.

2. Policy statement

Members are very welcome to play against non-member guests, but the member is required to collect a guest fee from their guest(s) or can choose to pay the guest fee themselves. Guest fee income is reinvested into the club and helps us pay for court maintenance etc.

3. Roles and Responsibilities

All members must pay the appropriate guest fee into the QPTC CIC bank account either via Club Spark when you book the court or by bank transfer before or on the day you play (please put your initials and guest fee as a reference).

The guest fee is currently £5 per court hour, and is regardless of whether you bring one, two or three non-member guests.

The Queens Park Tennis Club bank account details are:

Sort Code 30-91-25

Account number 00523357

Please don't be offended if a member of the QPTC Management Committee or QPTC Tennis Committee speaks with you if you're on court and they don't recognise you or recognise your guest(s), as we want to ensure everyone is aware of and following the Guest Fees Policy.

4. Breaches

The QPTC Management Committee will speak to members that do not pay their guest fees and ask them to make a payment. If a member fails to pay their guest fees for a second time, their membership will be suspended for 2 weeks without refund. If a member fails to pay their guest fees a third time their membership will be cancelled without refund.

5. New members

If you are a new/newer member who doesn't get involved in any of the Queens Park Tennis Club social tennis sessions, ladders, etc. and prefer to play with non-member friends that's fine, but you might want to suggest to your friend(s) that they join the club and save themselves paying guest fees.

6. Related documents

QPTC CIC Code of Conduct

7. Equality Impact Assessment

This Equality Impact Assessment (EIA) helps QPTC CIC to consider whether a policy discriminates or unfairly disadvantages people from a range of groups and helps us think through actions that can be taken to lessen impact and advance equality, diversity and inclusion.

Impact summary: summarise whether the proposed policy will have a disproportionate impact on any of the groups listed below and what actions if any will be taken.	
Age	
Disability: Hearing impairment Visual impairment Physical disability Learning disability Mental health need	This policy has not been adapted to an easy read version and as such may disadvantage some people with learning disabilities. This policy has not been adapted for and therefore disadvantages people that are visually impaired.
Gender reassignment (incl. trans & non-binary)	
Marriage and civil partnership	
Pregnancy and maternity	
Race: People from diverse ethnic backgrounds Refuges & asylum seekers People with English as an additional language	This policy has not been adapted to an easy read version and as such may disadvantage some people with English as an additional language.
Religion or belief	
Sex - men, women and intersex	
Sexual orientation	
People with (unpaid) caring responsibilities	
People from lower socio-economic backgrounds and people living in areas facing deprivation	Members and people wishing to become a member of QPTC CIC who are experiencing financial hardship / living in poverty can apply for membership through our Bursary Scheme.
People with low levels of English	This policy has not been adapted to an easy read version and as such may disadvantage some people with low levels of English.
Intersectionality (include any other relevant information relating to the intersection of any of these protected groups)	

Policy control sheet

Policy title	QPTC CIC Guest Fees Policy
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Policy owner	Name: Mark Cull Designation: QPTC CIC Management Committee member
Target audience	All members, non-member playing guests, parents and legal guardians of junior players / children
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Amendment history

Version no. & date created	Author	Summary of changes made
V1 8.1.2026	Mark Cull	N/A