

New Plymouth Contract Bridge Club	
Faults/Repairs Policy	
Policy	Objective The club rooms are maintained in good working order to prevent disruption to bridge play Procedure 1. Faults are notified to a Committee member as follows: ◦ Minor faults are recorded in the incident book (Director's room) ◦ Major Faults to a Committee member 2. Using a preferred provider, the appropriate service provider is contacted to deal with the problem (the preferred provider list is located on the notice board in the Director's room) 3. Faults requiring major expenditure need Committee approval 4. Access is arranged with a Committee member
Reference	
Responsibility	Building Committee
Date:	April 2025