

Silks Gentlemen's Lounge Dancers & Performers Welfare Policy

- Dancers and Performers shall be provided with secure and private changing facilities.
- Dancers and Performers shall be provided with private toilet/hand washing facilities.
- Dancers and Performers can deposit any valuables with the Management by way of a sealed/signed envelope, to be kept in the safe upon their arrival at the club and returned at the end of their shift.
- Each new Dancer and Performer will be given a full and detailed induction upon their commencement of employment at the club. This will include all club rules, codes of conduct, unit familiarity, fire evacuation procedures and health and safety. This will be documented by way of the Company Dancers/Performance contract.
- At the conclusion of a shift all performers will be provided with a company nominated taxi or escorted to their own transport by a member of security staff or management.
- Private booths must not be fully enclosed. There must be a clear sight-line from outside the booth so that any performance of sexual entertainment can be directly monitored.
- There must be a minimum of one member of security staff and/or Management on any floor where a performance of sexual entertainment is taking place.

Silks Gentlemen's Lounge Code of Conduct for Dancers and Staff

Dancers safety is paramount within Silks and it is the care of the staff and management to ensure dancers safety at all times. At the end of the night if a lift has been organised earlier in the evening then a member of the door team is to escort the dancer to the exit to ensure she is picked up by her lift safely. If a lift has not been organised or a dancer has missed her train etc a member of staff is to wait inside the premises with the dancer until a lift is organised and waiting outside or until such time as her transport is due.

Duty Managers must print out the list of dancers who have pre booked to work by 20.00hrs. A copy is to be handed to the receptionist along with the cash float, and the guest list for the night in question. Only those dancers who have pre booked are allowed to work.

All dancers must sign in on entering the building.

Random searches of all personal belongings are to be made, in particular for drugs and alcohol, which is strictly forbidden to be brought in by dancers. Anything which is not permitted by Silks is to be confiscated and logged down in the office diary and also on the end of night managers log. This is to be carried out by at least two members of staff of which one is to be the manager on duty and the other must be a female member of staff.

Keep vigilant throughout the night as to any dancers who you suspect to be drinking excessively. Inform management who will speak to the person in question and if necessary inform the bar staff to stop serving them or maybe remove them from the public area for the rest of the evening.

Spouses and boyfriends of dancers are not permitted into the club whilst a dancer is working. Report any suspicions you may have about solicitation or prostitution to the management immediately. Silks will not tolerate any dancer leaving the club with customers. Dancers will be removed immediately upon suspicion of prostitution. A dancer is not to leave the club during a shift without exceptional reason.

Ensure when possible an eye is kept on the CCTV, especially in the dance booths. Customers must remain seated throughout the routine with their feet on the floor and their hands by their sides. The dancer is allowed minimal contact with the customer but the customer is not allowed to touch the dancer at any time. If extra money is seen to be given in the private booths by the customer the dancer should ensure the money is handed in at the pay booth. The dancer should also ensure that the customer is never left unattended downstairs at any time. It is also important to keep an eye on all the CCTV footage. Anything seen untoward throughout the entire club must be reported immediately to the door team and duty manager.

Dancers must use the appropriate smoking coats to access the smoking area located outside the main entrance.

Staff members are to ensure a booth number is allocated at the beginning of every dance for security purposes. Ensure a vigilant eye is kept on the timing of each dance. Ensure no furniture is moved within the dance booth, this includes sofas, lights, cameras, mirrors and cushions.

Dancers are to arrive and leave smart and in appropriate clothing. No provocative outfits are to be worn outside the premises.

There is to be no provocative dancing by the dancers anywhere in the club except for on the pole and in the private dance booths.

Dancers are not allowed to take regular customers into the upstairs V.I.P area.

Toilets are checked hourly for drugs. Please be vigilant when using the toilet area and any evidence of drug use is to be reported to the manager immediately.

Dancers are to do a routine on the pole twice a night. If a dancer asks you to play a particular song then please ensure you do so if possible.

After a dancer has been served at the bar they are requested to be seated around the main club area.

Be vigilant on how the dancers interact with our customers. Silks expects all dancers to show respect and be courteous to all staff members and dancers alike. Bullying and the use of foul language will not be tolerated.

If you witness any of the above please report immediately to the manager on duty. Do not deal with the situation yourself.



There is to be NO CONTACT between the customer and dancer whilst the dance routine is taking place. The customer is to remain fully clothed and seated with his/her hands placed by their sides at all times.

The customer is NOT PERMITTED to dance throughout the routine.

Any of the above seen to be taking place could result in your dance being terminated with no refund of money to the customer

By order of Silks Management



Appendix C
SCARDA

DANCERS BOOKINGS

You must remember to confirm with reception your pre-booked dates as to when you will be working at Silks.

The cancellation policy is that if you fail to cancel up to 24 hours before hand £15.00 will be deducted from your subsequent attendance

Signed: The Management

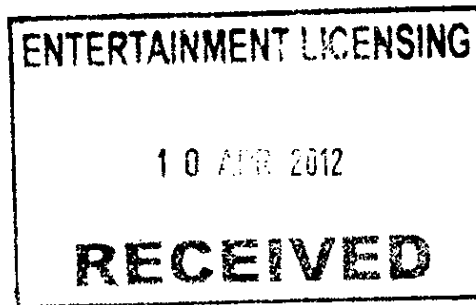


DANCE TARIFF

All Dances are priced at £10.00 per single dance

Silks charge 3% on all Credit/Debit card payments

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DANCERS NOTICE

**Should you wish to seek any Union Association
advice or guidance please contact:**

GMB

Grove Hall

60 College Grove Road

Wakefield

WF1 3RN

www.gmb.org.uk

www.dancersinfo.co.uk

Red Carpet Leisure
T/A

Silks Gentlemen's
Lounge

Acting Professionally
Giving Great Service
Investing in our People and Places
Leading by Example
Energetic & Enthusiastic

I have read and fully understand the Agile Document.

Sign _____

Date _____

Name _____

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DUTIES

Your principle duties will be as notified by your Manager. You will be expected to carry out such additional or alternative duties for the Company as is reasonably consistent with your position as the Company may from time to time reasonably require. Your job content may change from time to time according to the requirements of the Company, its business and the market in which we operate. The Company, therefore, reserves the right, upon reasonable notice, to require you to undertake alternative duties within any Department of the Unit which falls within your capabilities.

DEDUCTIONS

Any damage to or loss of stock/cash or property that is the result of your carelessness, negligence or by your wilful act or omission will render you liable to pay the full or part of the cost or repair or replacement. You have a duty to report to management, any damage to or loss of cash, stock, fixtures, or fittings or property. Any loss to the Company that is as a result of your failure to observe rules, procedures or instructions, or is as a result of your negligence or deliberate behaviour or your unsatisfactory standards of work will render you liable to reimburse the full or part of the cost of loss. We also reserve the right to take disciplinary action. In the event that we make a claim against our insurers, for repair or replacement or other losses incurred, we reserve the right to require you to pay any insurance excess that may accrue.

ABSENCE FROM WORK

You must obtain permission for any unavoidable absences from work, other than sickness from your Manager. Unauthorised absence is regarded as unacceptable and may result in disciplinary action.

First day of absence from work:

- Telephone the unit at the earliest possible opportunity (at least four hours) before your shift is due to commence.
- Where possible make the call yourself.
- Speak to the Manager or senior member of staff only and tell them the nature of your illness and when you expect to be able/fit to return to work.

Failure to follow agreed procedure may result in pay being withheld, and the disciplinary procedure being invoked. If you have not been signed off work by a Doctor you must continue to call in on a regular basis to keep the unit informed of your situation.

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Appendix

PERSONAL PROPERTY

The Company does not insure employees property and accepts no liability for the loss or damage to personal belongings lost or damaged during the course of your duty or whilst at work. You are advised to arrange your own insurance for your personal property. Do not bring valuables or large sums of money into work with you.

COMPANY PROPERTY

You are personally responsible for all Company property including, but not limited to, money and/or stock which you may handle, and any uniform or protective clothing which is provided for your use. No items of Company property may be removed from the premises without authorisation from your Manager, even if such an item is apparently discarded or waste.

LOST PROPERTY

If you find or lose any property on the Company premises report it immediately to your Manager.

STAFF NOTICE BOARDS

There are provided to keep you informed and updated with what is going on within your units and the Company. We encourage you to read the notice board on a regular basis as it will be updated with things such as working conditions and social news. Nothing must be posted on the Staff Notice Board without the authorisation of your Manager.

PERSONAL RELATIONSHIPS

Should you enter into a relationship with a colleague, or other employee of the Company then you must ensure it in no way affects the way you perform your duties or carry out your responsibilities. Neither should the relationship have any adverse effect or influence on your dealings with others. It is important that at all times you conduct yourself in a thoroughly professional manner and do not allow any unseemly behaviour or conflict of interest to arise. Where such conflicts arise and it is deemed to have a negative impact on other or the interests of the business, we reserve the right to take the corrective action.

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COMPANY TELEPHONES

Our telephones are intended for business use only. Prior permission must be sought before making personal calls. Permission will only be considered if the call is of an urgent/essential nature.

DRESS CODE

Your appearance, personal hygiene and dress code is important to ensure we always portray a professional image. Where Company clothing is supplied this should be worn at all times whilst working. Your Manager will advise you of the dress code for your unit.

FRIENDS AND RELATIVES

We discourage friends and relatives from visiting you at work except in the case of emergency.

WEIGHTS AND MEASURES

For those whose position involves the service of products these must be served in their correct measures at all times. Failure to comply with these rules could result in you and the Company being fined. We will ensure that you received the correct training for the service of products. If at any time you are in doubt as to whether the Company or particular members of staff are complying with these legal requirements, you should raise the matter immediately with your Manager. You will be required to complete an "Authorisation to Sell Alcohol Form" as a condition of your employment. Breaches of legal requirements may result in disciplinary action being taken which could lead to termination of your employment.

Although this does not form part of current licensing legislation the Company operates the following measures:

- Wine must be sold in measures of 125ml or 175ml or multiples thereof.
- Spirits, by law, whisky, gin, rum and vodka must be sold in 25ml or 35ml measures or multiples thereof. A Government stamped thimble or optic should be used. Other spirits and liquor measures are governed by Company standards.

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TILL AND CASH HANDLING

You will be notified of the procedures that must be applied when handling cash or dealing with other payments.

In all cases when you are working with a till you must always:

- Ring every transaction into the till.
- Keep the till draw closed between sales.

If there is a cash shortage on a till at which you alone have been working, you may be liable to make good that shortfall by deductions from your wages.

CCTV

You are advised that CCTV equipment is present in all areas of our premises. ANY attempt to interfere with its operation will be considered to be a serious disciplinary matter.

CONFIDENTIALITY

It is imperative that you treat all information that may come to your knowledge in the course of your employment as confidential; this includes, but is not limited to:

- The Company
- The Units
- Employee information
- Customer contact details
- Electronic and paper format information.

Any wilful disregard will be treated as misconduct.

You must not disclose any trade secrets or other information of a confidential nature relating to the Company or any of its associated Companies or their business or in respect of which the Company owes an obligation of confidence to any third party during or after your employment except in the course of your employment or as required by law. You must not remove any documents or tangible items which belong to the Company or which contain any confidential information from the Company's premises at any time without proper advance authorisation. You must return to the Company upon request, and in any event, upon the termination of your employment, all documents or tangible items which belong to the Company or which contain or refer to any confidential information and which are in your possession or under your control. You must if requested by the Company delete all confidential information from any re-usable material and destroy all other documents and

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tangible items which contain or refer to any confidential information and which are in your possession or under your control.

DATA PROTECTION

In the course of your work you may come into contact with and use confidential personal information about employees such as names, telephone numbers, addresses, next of kin and emergency contacts. The Company has a Data Protection Policy which helps to ensure that you do not breach the Data Protection Act 1988 which has strict rules in this area.

RANDOM CHECKS

We reserve the right to conduct random checks on your person, staff accommodation, property (including vehicles) whilst you are on our premises or engaged on our business. Where such random checks are conducted, care will be taken to ensure that a work colleague accompanies you at the time of the check. In such circumstances you will be asked to remove the contents of pockets, bags, parcels etc. The random aspect of such checks, by definition does not imply suspicion against the individual concerned. You may of course refuse to co-operate with a random check but this may be considered a breach of contract on your part. We reserve the option to involve the Police at any stage.

OTHER EMPLOYMENT

You must notify us of all other employment which you undertake. We will not allow any other employment which we deem to be either in direct competition or presents a conflict of interest with ourselves or our operation, but we will not object to any other employment provided it does not interfere with your ability to satisfactorily fulfil the job we employ you to do. This information is also required to ensure there is no infringement of the Working Time Regulations.

ACCIDENT REPORTING

If an employee suffers injury at work they must inform the Manager and ensure full details are entered on an Accident/Incident Form.

FIRST AIDERS

The list of designated first aiders for your Company is on the staff notice board.

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FIRE PROCEDURES

Please ensure you make yourself familiar with the Fire Procedures for your Company. You will locate this on your staff notice board.

LICENSING LAW AND YOUR OBLIGATIONS

It is compulsory that every person selling or serving alcohol in licensed premises must be 'authorised' to do so either by the Designated Premises Supervisor or Personal Licence Holder before serving alcohol on your premises. If you are in any doubt then please ask your Manager or supervisor to check for you.

LICENSABLE ACTIVITIES

For a business to carry out the following activities a licence will be required. These include; sale of alcohol by retail, provision of regulated entertainment and late night refreshment.

OBJECTIVES

The four licensing objectives, all of which are of equal importance are as follows:

- The prevention of crime and disorder.
- Public Safety
- The protection of public nuisance
- The protection of children from harm.

If you suspect someone is under 18 years of age you must refuse to serve them. Then only acceptable forms of ID are those which have a photo and date of birth. There will be a passport or a new style driving licence.

It is also an offence to serve someone who appears to be or is already drunk.

It is illegal to sell intoxicating drinks to under 18's, or another person on behalf of the under 18 year old. Prosecution for any of these offences could be made against the person serving the drink, the licensee, the under age customer and the customer, if not the under age person.

Police regularly check licensed premises for the sale of intoxicating drinks to under 18's by sending into the bar a young person who attempts to purchase an alcoholic drink. If you do sell an alcoholic drink to someone under the age of 18 you are liable for an "on the spot" fine. If this should happen inform your Manager immediately before accepting the fine.

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THINK 25

Silks has adopted the Challenge 25 Policy for dealing with proof of age. This requires you to request the customers to prove that they are over 18 years old, if you believe the customer is under the age of 25.

PASSING OFF/SUBSTITUTION

Passing off/substitution means to substitute one brand for another without the customer's knowledge. This is illegal. Passing off carries a fine of up to £2,000 for both the person serving the drink and the Company.

RIGHTS OF ENTRY AND INSPECTION

The following individuals have the right to enter your premises:

- Police
- HM Revenue & Customs
- Licensing Authority
- Fire Authority
- Environmental Health Officers
- Health & Safety Executive

ALCOHOL AWARENESS

Alcohol may help your guests relax and enjoy themselves but there is always the danger of over indulgence. When this occurs the customer may become a danger to themselves or others. If you feel that someone has had too much to drink inform your Manager and door staff.

Some signs of intoxication are:

- Slurred speech
- Becoming loud and argumentative
- Loss of concentration and impaired thinking
- Becoming clumsy, spilling drinks and breaking glasses.

REMEMBER it is an offence to serve alcohol to someone who is drunk.

If a customer appears to be intoxicated:

- Inform them politely and discreetly that you cannot serve them anymore alcohol. Inform your Manager and door staff of the situation.
- Never get into an argument. If needed call your Manager or door staff.

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VIOLENCE

Violence can occur for numerous reasons and you may be exposed to it at some time during your employment. Violence may occur between customers or a customer may confront you or a member of staff. Arguments between customers can often be detected by changes in the atmosphere or mood. Warning signs to be alerted for are: sudden silences, a circle forming, people moving away, higher pitched voices, heads turning – watching and/or aggressive gestures/languages.

- Never deal with it yourself.
- Tell your Manager immediately and discreetly and door staff
- Keep calm

DRUGS

We operate a zero tolerance policy towards drugs. Drugs must never be allowed into licensed premises as:

- Your Company risks losing its licence
- It will negatively affect the business
- The possibility of violence occurring will increase.

You need to be alert to the probable use or supply of illegal drugs in your outlet.

Possible signs that drugs may be in your premises are:-

- Unusual smells
- Lack of co-ordination from your customers
- Irrelevant giggling
- Broken ends of cigarettes
- Folded wraps of paper, mirrors or razor blades
- Evidence of drugs on flat surfaces.

FIRST IMPRESSIONS

Greeting the customer, making eye contact and smiling are critical in making the customer feel welcomed and relaxed as soon as they walk through the door. Every customer should be acknowledged within seconds, even if you cant serve them immediately, with a friendly hello, or with whatever you feel comfortable with, bit don't forget to smile.

Silks Gentlemen's Lounge Flyering Code of Conduct

1. Only 2 Promotional Staff will be engaged in the distribution of flyers every Friday and Saturday night for a maximum of 5 hours each night.
2. Those staff must sign in with the Manager at the start of shift and the end of shift.
3. Staff are to wear their flyering badges at all times on their shift with it on show.
4. Take the dedicated mobile phone with them on the shift, and be contactable at all times for their own safety.
5. Only approach suitable members of the public who they think will use our flyers and come to the club.
6. Only hand out 1 flyer per person.
7. Ask the potential customers if they would like a flyer before handing the flyer to them.
8. Pick up any of their flyers they see on the floor while on shift.
9. Recycle as many flyers as they can.
10. Not to approach anyone they feel is under the influence of alcohol or drugs.
11. Not approach anyone they feel is behaving aggressively.
12. Use the Challenge 25 on anyone who looks under 25 and appears to look young to double check they are over 18 years of age.

Silks Gentlemen's Lounge Hummer Drivers Code of Conduct

As a driver of clientele to the club you are key in ensuring the correct type of customers are selected. If basic checks are not undertaken then this could cause a flashpoint at the club door should a person be refused and potentially licence law or the licensing conditions will not be upheld or promoted.

Also drivers are promoting the business by their actions, so poor procedures or protocols will have a negative impact upon the business.

Specific Controls

1. All drivers will be responsible for completing the Drivers Daily Vehicles Report and submitting to Management at the end of each shift.
2. Drivers must never consume alcohol or drugs on or before duty. Failure to comply will result in immediate dismissal.
3. The Management have the right to randomly undertake driver checks to ensure they are capable of undertaking their duties.
4. Upon request drivers will permit alcohol and/or drug testing.
5. The delivery of a person to the venue does not guarantee entry and a sign to this effect will be maintained in each vehicle.
6. The Door Supervisor and Management will determine if a person complies with the admissions policy. This is not open for negotiation or questions by the driver.
7. Drivers will be considerate of traffic laws and the local community whilst in the field promoting the club.
8. Drivers will not 'pick up' clients who:-
 - Do not meet the dress code.
 - Can not pass Challenge 25 by the provision of adequate ID
 - Are drunk or drugged
 - Are barred or known troublemakers
 - Are argumentative or abusive.
9. Drivers must ensure that every person offered a shuttle to the venue are provided with a seat equipped with a seatbelt.
10. Drivers must be smart, positive and polite remembering that they are representing the club.
11. All members of staff regardless of employment status must show a duty of care to all persons (see below).

12. Drivers must adopt a partnership approach towards the authorities and comply with reasonable requests.

Consideration of the local community

Hummer drivers must consider the community within which they are working. An inconsiderate attitude towards parking, driving, littering, noise etc will simply damage the businesses reputation and bring the Hummers to the attention of the authorities.

1. Drive in a safe and responsible manner considering the other road users.
2. Park vehicles legally.
3. Never double park or cause an obstruction.
4. Never use your horn at night unless to legitimately warn other road users or pedestrians.
5. Take care when distributing flyers to ensure littering does not occur.
6. Build a positive relationship with the local authorities taking heed of any instructions or suggestion.

Client Selection

Inviting the correct type of customer to the venue is crucial as failure to do so may leave the venue in potential contravention of licensing laws or may cause a flashpoint between the customer and the Door Supervisors or Management.

Dress Code

The venue operates a smart casual dress code policy. A dirty or scruffy appearance as well as tracksuits will not be permitted.

Drivers must consider:-

1. Is this the type of person we want in our business?
2. Will they spoil another's enjoyable experience in a safe environment?
3. Are they clean?
4. Does the person's dress portray a certain type of person like a 'face' or gang member.

Silks Gentlemen's Lounge Reception Check List

It is the responsibility of reception staff to ensure:

- The reception area and cloakrooms are clean and clutter free.
- Necessary paperwork is in place ready for opening.
- Collection of your float from management.
- Walkie Talkies are on the correct channel.
- You get the land line and mobile phone from the office before the start of your shift.
- A close eye is kept on the CCTV monitors and alert management or door staff to anything untoward on them.
- All staff and dancers sign in and out.
- There are no more that two dancers outside at any one time in the appropriate "smoking" coats.
- Dancers put all coats back where they belong.
- No customers to go into the club with a bag. Provide customers with ticket and keep their bag behind reception. Coats are to be hung up in the designated cloakroom.
- All phone calls are answered in a polite and professional manner ensuring you obtain all the correct information from the person calling e.g:- name, number, location and how many people to be picked up and make sure all this information is logged in the diary.
- All your calculations are correct at the end of the night.
- The reception area is left clean and tidy.
- The mobile phone and walkie talkies are put back on charge at the end of shift.
- You put the bin outside the reception door at the end of each shift.

The person on reception is the first person the customer meets when entering the club, therefore it is important that you remain vigilant at all times and act in a professional manner. Management will not tolerate staff on reception reading books/magazines, playing on their mobile phones, eating in the reception area etc.

Sign.....

Date.....

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Silks Gentlemen's Lounge Dance Booth Nightly Check List

It is the responsibility of booth attendants to ensure:

- The booth is clean and tidy.
- All dance cards are in the correct compartment
- All necessary paperwork is in place ready for use on opening.
- Walkie talkies are on correct channel.
- Card terminals have charge.
- A close eye is kept on CCTV monitors throughout the shift and report anything untoward or suspicious to the doormen/manager.
- You check all money with the detector.
- You mark down every £100.00 on the top of the dance sheet in the form of a tally mark and put every £100.00 into the drop safe.
- You write down every dance on both the log sheet and in the times book.
- A disclaimer notice is written out completed with the customers signature for credit card transactions of £247.20 or more.
- All white copies of the dancers receipts are signed by the dancer before any money is given.
- You take your time and all calculations are correct on the dance sheet at the end of the night.
- You are polite and professional at all times to the customer.
- You leave the booth clean and tidy ensuring you put the bin outside the booth at the end of every shift and take all glasses back to the bar.
- Walkie talkies and card terminals are put on charge at the end of each shift.

The booth is an important part of the smooth running of the club and therefore full concentration is essential at all times throughout your shift. Management will not tolerate any staff bringing magazines, books etc into work. Your mobile phone is to be kept in a safe place such as your bag and to only be used on break times. Any breach of the above will result in disciplinary action being taken against you.

Sign.....

Date.....



CCTV Camera's Leeds

Upstairs Main Area's


1 On Spiral Staircase

1 on Bar

1 V.I.P Area

1 On Way to Public Toilets

3 in Main Lounge Area



1 Reception Area Onto Front Door

13 Dance Booths

2 Outside on Front Entrancee

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Downstairs camera

To view

Menu

Enter – this logs you in

Enter

Then press escape – this will now allow you to search.

Press play

Search by time

Adjust the date + time to required

Press play

To finish press stop

Then '+' below the 2/goto

Check red lights recording again

To go to a single screen use the '+' & '-' buttons below the x2/goto

To record

Menu

Enter – to log in

Enter

Go to back up device in the menu

Enter

Put in USB

Enter – to connect it

Come out of it all by pressing menu

Press play

Search by time

Enter

Input start time

Press copy button – on under record

Select camera numbers required

Set the end time

Press copy button again – one under record

Will now copy to

31 days viewing on camera's.

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Upstairs Camera

To view

Menu

Go down to search

Enter – Square button in middle of circle

Time search – enter, enter

Adjust time & date

Press menu

Go down to search

Enter

To come out press stop

To Record

Press stop

Input password (all 9's)

Go to menu

Go down to search

Enter

Go to back up

Enter

Enter

Adjust start/finish times (Press menu to go from start to finish times)

Then press menu

Go down to back up to USB – Press enter

31 days viewing on cameras



BAR TARIFF


All Bottled Beers	£4.50
All Single Measure Spirits – Bottom Shelf	£4.50
All Single Measure Spirits – Top Shelf	£5.50
Soft drinks by the glass	£2.00
Energy Drinks by the can	£2.50
Wine by the glass – 175ml (125ml measures are available)	£4.50
Water by the glass	Free of Charge

Champagne Prices – Please refer to Champagne Tariff
situated on the bar

Silks charge 3% on all Credit/Debit card payments




CHANGING ROOM NOTICE



**TO ENSURE THE SAFETY OF ALL DANCERS working within
Silks – Please arrange to be collected at the end of your
working shift.**

**Alternatively, a taxi should be booked in advance, this can be
done by a Member of Reception Staff upon request.**



**Silks recommends that Dancers leave the venue in groups of
two or more for added safety.**

**If you have any concerns, do not hesitate to speak to Silks
Management**

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