

DANCERS AND 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 a 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, conduct, code of conduct, unit familiarity, fire evacuation procedures and health and safety. This will be documented by way of the company dancer/performers contract.
- Any dancer or performer who expresses a grievance with a fellow dancer or performer or a member of management or staff from the company will have the matter dealt with by way of the company's grievance policy as set out in the company manual.
- 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.
- All entrances to private areas to which members of the public are not permitted access shall have clear signage stating that access is restricted and/or a coded digital lock.

- Any exterior smoking area for use by performers shall be kept secure and separate to any public smoking areas.
- Private booths must not be fully enclosed. There must be a clear sight line from outside the booth so that the paid performance for sexual entertainment can be directly monitored.
- There must be a minimum of one member of security staff and or management on any floor where performance of sexual entertainment is taking place.
- All private booths should be fitted by panic buttons/security alarms.

Whiskey Down

AGREEMENT AS TO CONDUCT

1. The club will be open 30 minutes before the doors are open to the public. Dancers will be expected to be at the club at least 15 minutes prior to the opening and pay their floor fee upon arrival. If dancers are to arrive later than the time agreed they will be charged according to the charges set by the company. Dancers are requested to sign in on arrival and sign out on leaving.
2. Any queries as to appropriate clothing, hair, make up and jewellery should be referred to the club manager.
3. Dancers are asked to arrive and leave the club quietly in respect of our neighbours.
4. Dancers may not give out their telephone number or any contact information to any customer, accept any telephone number or contact information from any customer or otherwise make any arrangement whatsoever to meet a customer outside the premises. The dancer may provide a customer with the days and shifts that they are working at the club.
5. Dancers shall not be intoxicated through drink or drugs on the premises at any time.
6. Dancers should refrain from chewing gum and smoking is only permitted within the designated areas. When smoking in the designated areas dancers should not be in a state of undress.
7. Dance
 - Each dancer must perform on the stage throughout the night.

Private Dances

- All private performances are to be topless or fully nude performances and performed in the booth areas only.

VIP Dances

- These will take place in the designated VIP area and charged at a rate set by the club per 15 minutes. There is no limit on how long one customer may stay in the VIP area. Customers may not be charged again for VIP dances unless they agree and that the time paid for has fully elapsed.
8. If a customer attempts to touch or speaks to a dancer inappropriately during a booth performance, the dancer may cease to dance, and explain the club rules to the

customer. If necessary the dancer should ask for assistance from security or management.

9. Selling of any form of sexual favours is prohibited and shall result in the immediate termination of the dancers contract for services with the club.
10. Accepting a customers offer of payment in return for sexual favours, whether or not the dancer has any intention of carrying them out, will result in the immediate termination of the dancers contract for services with the club.
11. Lewd and lascivious behavior is not permitted within any of the club and such conduct will result in immediate termination of the dancers contract for services within the club.
12. There shall be no intentional physical contact between performers and customers at any time before, during or after the performance with the exception of leading the customer by the hand to or from the area permitted for performances.
13. The performer may not simulate any sexual act during a performance.
14. Performers must not use any inappropriate, lewd, suggestive or sexually graphic language in any public or performance areas of the premises.
15. Performers must not touch the breasts or genitalia of another performer at any time or part of the performance.
16. There shall be no use of sex articles (as defined by paragraph 4 (3) of Schedule 3 of the Local Government (Miscellaneous Provisions Act) 1982 at any time).
17. There shall be no nudity by performers in public areas of the premises unless the Council has agreed in writing the area may be used for performances of sexual entertainment.
18. Performers must fully dress (i.e.; no nudity) at the end of each performance.
19. Performances of sexual entertainment may only take place in designated areas of the premises as agreed in writing by the Council.
20. There shall be no photography permitted by customers on the premises.
21. Customers must remain seated for the duration of a performance.
22. The club has a zero tolerance policy regarding the illegal use and selling of drugs. Any dancer who is witnessed or known to be under the influence of, or found to sell, or be in possession of an illegal drug will have their contract for services terminated immediately. The dancer will also be escorted from the premises and/or reported to the relevant authorities.

23. Dancers are asked not to have spouses or boyfriends visit the club on any of the nights that the dancer is performing.
24. Dancers are not allowed to visit the premises when they are not working.
25. Dancers are required to sign a disclaimer that they have no previous convictions for sex or drug offences.
26. All dancers will pay the appropriate floor fee upon arrival.
27. All dancers will be provided with a clear purse, which they must carry with them during their shift, for the purpose of keeping their dance chips.
28. Dancers are not allowed to carry cash with them at any time during their shift. All cash including tips must be changed for dancing chips. If a dancer is found to carry cash during their shift, that cash will be removed and be retained by the club.
29. The club accepts no responsibility for the loss, theft or damage of any valuables and or personal belongings of the dancers during their shift. The club will safe keep any valuables at dancers request in the club safe within a signed and dated envelope. The dancer can recover the envelope containing their valuables at the end of the shift.
30. Dancers are not allowed to bring their own alcoholic drinks for consumption during their shift. If a dancer is found to have brought their own alcoholic drinks they will be fined in accordance with the fines set by the club.
31. Dancers must be dressed and groomed in accordance with the clubs guidance.
32. All dancers are required to be fully aware of the notices and guidelines displayed in the changing room by the club.
33. The club employ extensive use of recorded CCTV which is reviewed on a regular basis.
34. The company require proof that you have the intention of paying your own tax and national insurance. A letter from your accountant or your agreement as specified in the contract will meet this requirement.

Code of conduct/dancers agreement

I certify that I have read and understood the codes of conduct pertaining to dancing and occupying space at Whiskey Down ,crown street , Leeds, Ls27da. I agree to comply with the attached code of conduct and realise that breach of the code will result in me not being able to occupy space at Whiskey Down , Crown street , Leeds, Ls27da. Acknowledgement and agreed to be abided by.

Dancers Name

Dancers Signature.....

Code of Conduct for Customers

There is to be no physical contact between customers and performers, except for the placing of tokens in a garter or in to the hands of a dancer at the beginning or end of a dance.

Customers must remain seated at all times.

Customer must treat the performers with respect. Verbally abusing or attempting to touch a dancer will result in immediate ejection from the premises.

This Club maintains a zero tolerance policy regarding illegal or controlled substances. Anybody found in possession of illegal or controlled substances will be removed from the premises and the police will be informed.

Offering payment for sexual favours (intentional or not) will result in instant removal from the premises.

It is the customer's responsibility to ensure that they have the funds available to pay for a dance prior to its commencement. Failure to pay will result in immediate ejection and possible criminal proceedings.

The club employs extensive use of recorded CCTV as well as undercover spotters posing as customers to ensure all above rules have been observed.



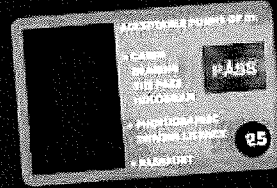
FREE HOUSE FEE

Please Accept This as a Token for a free house fee. To be used no longer than 30 days after the date stated.

This Voucher has a value of no more than £25

Date _____ Signed _____

UNDER 25?



**IF YOU ARE LUCKY
ENOUGH TO LOOK UNDER
25 YOU WILL BE ASKED
TO PROVE THAT YOU ARE
AGED 18 OR OVER WHEN
YOU BUY ALCOHOL**

**IF YOU ARE UNDER 18
YOU ARE COMMITTING
AN OFFENCE IF YOU
ATTEMPT TO BUY
ALCOHOL**

25

drinkaware.co.uk
for the facts about alcohol

WWW.CHALLENGE25.ORG

SELF-EMPLOYED CONTRACT FOR SERVICES AS LAP-DANCER

Premises: Whiskey Down Leeds

You must be familiar with each of the following rules. All rules are extremely important and must be abided by at all times.

Before Coming to Work

DO NOT drink alcohol or EVER take any illegal drugs before coming to work

DO organize safe, secure and reliable transport TO and FROM work before coming to work.

Customers

DO NOT engage in any indecent behavior including sexual intercourse. You must not make the offer of any sexual or other indecent service for any kind of reward.

You must NEVER make prolonged physical contact with a customer, IT IS YOUR responsibility to tell the customer NOT to touch you; if they persist you must immediately stop the dance and tell security, a manager or the house mother.

DO NOT exchange name, address or phone numbers with customers. It is prohibited for you to use your mobile phone on the floor.

DO NOT approach the customer(s) before they have received their drink, even if you know them or consider them a friend. You may only approach after the tip tray and change has been placed on the table.

DO NOT react if customers are rude to you. If they are rude immediately contact a member of security or management, who will take appropriate action.

DO NOT sit on the customer(s) knee at anytime.

Personal Dances

Only perform private dances in the dance booths. Don't strip or dance when not in the booths (or on stage).

You cannot use any props, sex toys or similar during the performance of a dance.

You must put your clothing or underwear back on at the end of the performance or a dance.

Dances are priced as follows: A nude dance of 1 track £20.

YOU SHOULD always ask the customer before you dance if he is paying with cash. If not make sure he has purchased dance vouchers from the marker. Make sure the customer knows how much he has to pay first.

Dancers paid with vouchers are paid as follows, nude dance 1 voucher.

General Rules

Spouse/boyfriends/partners are not allowed in the club when you are working.

No performances to take place outside the licensing hours (House Mother will inform you of these).

You must not leave before signing out with the House Mother, and confirming your mode of transport home. A member of door staff must then accompany you to your transport home.

The club has an anti drugs policy in place, therefore we reserve the right to perform random searches at any time we see fit, and anyone found in possession of an illegal substance will be detained and handed over to the police. Other Conditions apply, please read the Anti Drugs Police (available on request).

Performers are not permitted to talk outside the club about anything that takes place inside the venue. Neither to friends, family or to 'post' anything on any internet website, nor social networking sites (e.g.: facebook or twitter etc) nor to any representative of the media (newspapers, TV, radio etc) this will result in instant action being taken against the dancer, and possible legal action for breach of contract.

Stage Show

You will perform a topless dance on the stage as required by the House Mother or Management. IT IS YOUR responsibility to be on stage on time for your performance, be there ready to go when you are announced by the DJ. If the DJ can't play your requested song you must dance to an alternative. When DJ is not on duty you are still required to dance on stage as arranged.

House Fees

House fees

0-4 dances free
5 dances £10
6 dances £15
7+ dances £25

Attendance and Punctuality

If you are unable to do a shift that you are booked in for, you can get another dancer to cover for you. You must inform management and the cover dancer must also confirm it for you also.

Your cover must be approved by management prior to them covering your shift.

Unless already agreed by the management you are expected to be ready and on the floor for the club opening.

You cannot work if you appear to be under the influence of alcohol or illegal drugs

Performers House Rules

The House Rules are set out within this contract but in addition you must regularly read the House Rules Displayed within the Changing Areas, a copy of which is attached (Annex 1).

Opening Times

Monday 10pm– 4am
Tuesday 10pm– 4am

Wednesday 10pm– 4am
Thursday 10pm– 4am
Friday 10pm– 5am
Saturday 10pm– 5am
Sunday 10pm– 4am

If you have agreed a later start-time you must be on the floor at the agreed time. House fees will not be reduced as a result of working reduced hours. Constant lateness will result in disciplinary action or possible termination.

For Health and Safety reasons the management need to know who is working on the premises at all times. if you need to leave the premises for any urgent reason, you must tell the House Mother.

Declaration

By signing below you acknowledge that you are over 18 years of age, will abide by all the rules outlined above, and that you are also a registered self-employed person with H.M.R.C and are responsible for your own tax, national insurance, VAT (if applicable) and all similar taxes and charges.

Signed:

Name:

Date:

Stage Name:

Address:

.....

.....

Telephone No.

Next of Kin Details No.1 (Contact in Case of Emergency)

Name:

Relation to Performer
e.g. Sister / Mother etc.

Address:

.....

.....

Telephone No.

Next of Kin Details No.2 (Contact in Case of Emergency)

Name:

Relation to Performer
e.g. Sister / Mother etc.

Address:

.....

.....

Telephone No.

Notes By Manager

TYPES OF ID Must be Photocopied and Put Attached to this application form.
Driving License or Passport.

If the performer does NOT have a passport from a European Country, please get a copy of a government document stating CLEARLY that the dancer can work in the UK.

ID Type No.1

ID Details

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Usual Method Transport to and From Premises

Please Indicate how you would usually get to and from work e.g. car or taxi or collection. Please note that we do not allow walking to and from work.

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Travel "Buddy"

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Car Registration No.

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Training Record

Contract & Guidelines Read & Signed (Before Starting 1st Shift)

SIGNED: (Performer)

DATE:

INITIALS:

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Verbal and Practical Examination of Contract Details (Before Starting 1st Shift)

SIGNED: (Performer)

DATE:

INITIALS:

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House Mother Observes Performers First Shift (On Date of First Shift)

SIGNED (House Mother)

DATE:

INITIALS:

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Review With Performer of First Shift (On Date of First Shift)

SIGNED: (Performer)

DATE:

INITIALS:

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Review Within First Month (Within One Month of First Shift)

SIGNED: (Performer)

DATE:

INITIALS:

.....

Review Within First Quarter (Within Three Months of First Shift)

SIGNED: (Performer)

DATE:

INITIALS:

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Annual Review (Within 12 Months of First Shift)

SIGNED: (Performer)

DATE:

INITIALS:

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Ongoing Record

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ANNEX 1

House Rules (Performers)

- 1. Mobile Phones must be either switched off or on silent while on the premises and under no circumstances be used at any time in any areas which the public have access.

2. Under no circumstances may any dancer exchange personal contact information with any customers.
3. All dances must be declared to the marker before the dance begins.
4. Booking in must be done either in person via the book or by text to 07773551151. Any cancelations must be done 24 hours in advance. A doctor's note will be accepted if you are unable to do this.
5. If you are unable to work your shift, at least 24 hours notice must be given. Repeated breaches of this rule will result in dismissal.
6. A dance is 3mins (1Song) and booths must be vacated immediately after the dance has finished.
7. Boyfriends, girlfriends, casual partners are not allowed in the club while you are working.
8. Dancers are not allowed in the club when they are not working.
9. All tips must be declared and commission paid accordingly.
10. Girls are not permitted to bring alcohol into the club.
11. Excessive consumption of alcohol is not allowed while you are working.
12. No more than 2 dancers are allowed in the smoking area at any one time.
13. Arrivals must be no later than 9:30pm and later shift must be agreed and are at manager's discretion.
14. Permission must be sought before getting changed to go home and going home early is at the manager's discretion.
15. You are not to engage in any inappropriate conversation with customers. This includes illegal activities and confidential matters of the club.
16. Dancers are not allowed behind the bar at any time.
17. Please refrain from using bad language.
18. Dancers are required to partake in any promotional ideas the club may experiment with, this may include fancy dress events, etc.
19. Dancers will be required to perform pole shows throughout the night.
20. Curtains in dance booths must remain fully open at all times.
21. Chewing gum is forbidden, please use mints instead.
22. Payment for dances is at dancers own risk. All payments should be obtained before a dance begins. Customers wishing to pay by credit card are subject to a commission surcharge of 20% - dancers must inform customers of this.
23. Dancers are responsible for their own cards. All dance cards must be cashed out on the night they are earned.
24. We promote a dignity at work policy; creating a working environment free of harassment and bullying.
25. Treat colleagues, customers and third parties with respect and fairness.

26. If a customer attempts to touch or speak to you inappropriately during a dance, immediately cease the dance, place the customer's hands to his side and explain the rules to the customer. If necessary, ask for a security doorman or member of management immediately who may remove the customer from the premises.
27. Prostitution: selling any form of sexual favours is prohibited and shall result in instant dismissal.
28. Drugs: this club maintains a zero tolerance policy regarding the illegal use of drugs and/or selling of drugs. Any dancer (or employee) who is witnessed or known to be under the influence of an illegal drug or found to sell an illegal drug or be in possession of an illegal drug, will be immediately dismissed and the club will refer the matter to local authorities for prosecution.
29. Dancers may not leave the premises during their shift except with the express permission of the duty manager.
30. If asked to leave the venue, dancers must leave the venue immediately whether it be for a fire alarm, or your shift has been ceased.
31. Dismissal will result in an escorted exit from the venue. Dependent on the reason for dismissal, dancers will receive the earnings from that night less standard house fee. Dancers will forfeit any right to complete further booked shifts, and will release the club of any liability for monies owed.
32. Any lost property should be handed into the management immediately.
33. When the music finishes at the end of the night no more dancing is permitted. If you are on the floor you must leave and get changed.
34. At the end of a shift, dancers will leave either in a nominated taxi, or will be escorted to their car by a member of security staff.

Any complaints, comments or suggestions, be these personal or professional, should be directed to the management. All comments will be dealt with discreetly.

DATE _____ NAME _____ SIGN _____

HOUSE RULES

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5. **If you are unable to work your shift, at least 24 hours notice must be given. Repeated breaches of this rule will result in dismissal.**
6. **A dance is 3mins (1Song) and booths must be vacated immediately after the dance has finished.**
7. **Boyfriends, girlfriends, casual partners are not allowed in the club while you are working.**
8. **Dancers are not allowed in the club when they are not working.**
9. **All tips must be declared and commission paid accordingly.**
10. **Girls are not permitted to bring alcohol into the club.**
11. **Excessive consumption of alcohol is not allowed while you are working.**
12. **No more than 2 dancers are allowed in the smoking area at any one time.**
13. **Arrivals must be no later than 9:30pm and later shift must be agreed and are at manager's discretion.**
14. **Permission must be sought before getting changed to go home and going home early is at the manager's discretion.**
15. **You are not to engage in any inappropriate conversation with customers. This includes illegal activities and confidential matters of the club.**
16. **Dancers are not allowed behind the bar at any time.**
17. **Please refrain from using bad language.**
18. **Dancers are required to partake in any promotional ideas the club may experiment with, this may include fancy dress events, etc.**
19. **Dancers will be required to perform pole shows throughout the night.**
20. **Curtains in dance booths must remain fully open at all times.**
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22. **Payment for dances is at dancers own risk. All payments should be obtained before a dance begins. Customers wishing to pay by credit card are subject to a extra hire charge of 20% - dancers must inform customers of this.**

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- 25. Treat colleagues, customers and third parties with respect and fairness.**
- 26. If a customer attempts to touch or speak to you inappropriately during a dance, immediately cease the dance, place the customer's hands to his side and explain the rules to the customer. If necessary, ask for a security doorman or member of management immediately who may remove the customer from the premises.**
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- 29. Dancers may not leave the premises during their shift except with the express permission of the duty manager.**
- 30. If asked to leave the venue, dancers must leave the venue immediately whether it be for a fire alarm, or your shift has been ceased.**
- 31. Dismissal will result in an escorted exit from the venue. Dependent on the reason for dismissal, dancers will receive the earnings from that night less standard house fee. Dancers will forfeit any right to complete further booked shifts, and will release the club of any liability for monies owed.**
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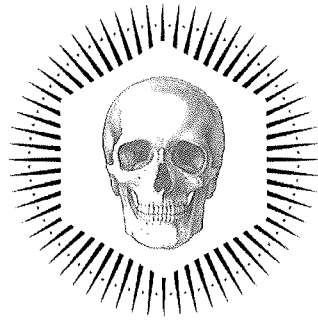
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Whiskey Down - VIP RULES

THE VENUE

The venue operates a strict touch and go policy – any customer who touches any of the dancers, will be asked to leave immediately.

1. VIP booths are hired out at a cost of £80 for 15 minutes, £160 for 30 minutes, £260 for 60 minutes. (if paid by cash)
2. There shall be no physical contact between customers and dancers.
3. Customers must remain seated at all times during all private dance performances.
4. Customers are not permitted to use any photographic, video or mobile phone whilst in the VIP booths.
5. Please note that for our customers and dancers safety the booth area is covered and monitored by CCTV. In addition members of management and SIA doormen patrol this area.



Notice to all dancers:

Please note that dances are strictly no contact.

At no point other than the customer passing payment to a dancer must the dancer come into any contact with the customer.

- **Customer must have his hands to his sides at all times**
 - **Dancer must not grind on customer**
 - **Dancer must not straddle the customer**
 - **Dancer must not hug the customer**
 - **No massage (even neck/arms)**
 - **Dancer must not sit on the customers knee**
- **Dancer must not use the customer's knee to get up from the floor**

We will be reviewing all CCTV of all dances, if there are any instances of touching, there could be possible termination of employment.

Any questions, please do not hesitate to ask.

**Thanks,
Whiskey Down Management**

DATE_____NAME:_____SIGN_____

How to report a crime:

Would all dancers kindly note that all crimes no matter how minor must be reported instantly and without any delay?

- Please contact member of management and head of security immediately.
- If it not possible to contact member of management or security please dial 999.

Please note it is our company policy to log all incidents in our incident book.

Would also please note that if there is any issues that you would like to discuss, please feel free to contact a member of management team or head of security.

If you still not happy with the outcome, please contact operations director.

If you are aware of any illegal activities taking place or know if any which may happen please contact operations director as soon as possible.

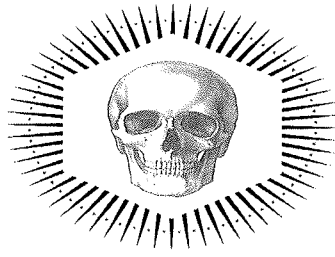
You may get a reward !

If you still not happy with the outcome, please contact the area manager .

paul.sinclair@tokyoindustries.com or 07515352872

All conversations are kept private and confidential.

Please be reminded that your safety is our number one priority and we will do all we can to provide a safe and a happy working environment.



POLE ROTA

TIME	DANCER	Carried Out Y/N	Dancers Working
23:00			
23:30			
00:00			
00:30			
01:00			
01:30			
02:00			
02:30			
03:00			
03:30			

DATE _____