



FACT SHEET Private Clubs*

All of the following conditions must be satisfied in order for a Private Club to qualify for a waiver:

1. The private club is in legal operation and has a valid certificate of occupancy and business privilege license on the effective date of the Ordinance, January 8, 2007.
2. The private club adopts a resolution, by a minimum two-thirds vote of its board or membership (in accordance with its by-laws), approving the filing of a waiver. All employees of the private club must be notified in writing at least one week in advance of such vote. The resolution and employee notification must be certified in writing by the club secretary and submitted as part of the waiver request application.
3. Application for a waiver must be submitted to the Health Department within ninety (90) days of the effective date of the Ordinance.
4. Prior to receipt of a waiver, the private club is not delinquent on the payment of any City or School District taxes, charges, fees, rents or claims, unless the club has entered into an agreement to pay any such delinquency, and is abiding by the terms of such agreement.
5. Prior to receipt of a waiver, the private club has no Philadelphia Code violations, and has all required zoning approvals, licenses and permits.
6. The private club agrees to notify the Health Department in writing immediately of any changes in its operation that would result in revocation of the waiver.
7. The waiver is automatically revoked and cannot be renewed if the private club's charter is terminate, if there is a change in the operation of the facility such that it no longer qualifies as a private club, or if any liquor license owned by the private club is transferred to a new location.
8. If a private club, or a portion of the private club, which has received a waiver is rented, leased or otherwise utilized for an event to which the general public or non-members are invited, smoking is prohibited in any portion of the private club for the duration of such event.

** Any reputable group of individuals associated together as [a not-for-profit] an organization for legitimate purposes of mutual benefit, entertainment, fellowship or lawful convenience which regularly and exclusively occupies, as owner or lessee, a clubhouse or quarters for the use of its members; and, which holds regular meetings, conducts its business through officers regularly elected, admits members by written application, investigation and ballot, and charges and collects dues from elected members. The club shall either be incorporated or, if unincorporated, provide proof of its continuous existence for the past ten years in a manner deemed sufficient by the Department of Public Health.*

