



**CODE OF PRACTICE ON  
DISCRETIONARY TIPS, GRATUITIES & SERVICE CHARGE  
AT WENTWORTH CLUB LTD**

In accordance with the British Hospitality Association Voluntary Code of Practice on discretionary tips and service charges, Wentworth Club Ltd operates the following procedure with regard to service charge and non-cash tips:

When a member or guest makes a payment to a Food and Beverage outlet (NOT directly to the employee) by cash, card or cheque;

1. Wentworth Club Ltd DO NOT deduct any handling costs. The full amount of the tip is passed onto the staff.
2. 100% of the tip is shared on a Points Based System to specified members of staff working in Food & Beverage Areas.
3. A representative within each business area apportions the service charge to the staff. At no point is the senior management involved in the selection of the employee representative, or in the Points Based System. Employees receive their share of the service charge as part of their monthly salary, which is subject to PAYE deductions.

The following areas are included in the current Tronc system:

- Wentworth Grill
- Tennis & Health Club Café
- Burma Bar
- Banqueting, Sales and Events