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 **POLICIES & PROCEDURES**

**Facility Hours**
Monday – Sunday 24/7 Key Fob Access

**Business Hours**
Monday - Saturday        9:00 am - 5:00 pm

**Guest / Day Pass Policy**

**Guest Policy**
Childress Performance and Fitness Center allows members to bring guests on a limited basis. The benefit is intended to introduce the facility to your family and friends.

* A member MUST be 18 or older to bring a guest.
* A non-member can be the guest of an active member 5 times per calendar year. After the one free visit, the guest must purchase a Guest Pass for $10/day or join the facility.
* All guests must show picture identification and sign the Guest Release Form.
* Parent/Guardians must sign in guests under the age of 18 on their first visit to the facility. This signed consent form will serve for all visits.

**Day Pass Policy**

* Daily passes are available for $10.00/day.
* A liability waiver must be on file and access hours are limited to 9-5 Monday-Friday & Saturday.
* Must check in with the front desk.

**Children's Policy**

* Children under the age of 16 alone are not allowed in the fitness area unless participating in a class.
* Members ages 13 - 18 along with their parents are required to read, understand, and sign the Liability Waiver.
* Members ages 13-16 must be always accompanied.

**Cardiovascular Equipment**
1. Use of the cardiovascular equipment is available to all members 13 years old and older.
2. For safety reasons, children 8 - 13 must be within an "arm's length" of their parent/guardian when using approved cardiovascular equipment.
3. Horseplay or loitering will not be allowed in the fitness area.
4. Members are encouraged to limit use of any one piece of cardiovascular equipment to 30 minutes when the facility is crowded, and others are waiting to use the equipment.

**Strength Training Area / Free Weights**
1. Use of the strength equipment is limited to those members 13 years of age and older. All members 13 – 15 years of age must remain supervised while using free weights.
2. Return all weights to rack after use.
3. Dropping weights is not permitted.
4. Please see a fitness instructor for spotting or other assistance with the strength training equipment.

**MEMBERSHIP ACCOUNT POLICIES**

**Membership Classifications Defined**

* Single memberships are for individuals 18 years of age or older.
* Add-ons include children under the age of 18. When an add-on reaches the ages of 19, he/she will be required to set up their own membership. No additional joining fee will be charged if the membership is set up within one month of their 19 birthday.
* Corporate memberships are available to businesses with a discounted joining fee, if a minimum of five employees join the facility. For more information, please see a sales representative.

**HOUSE POLICIES**

**Membership Cards / Check In**
Each member who is age 18 and older will receive a membership card. This card is required to enter the facility. You must scan your card at the front door ach time you enter the facility. All members will have a picture image on file to verify their identities. Members under the age of 16 must be accompanied by an adult and must be checked in at the Front Desk by giving their name.

A fee of $10.00 will be charged to replace lost membership cards.

**Attire**
All members are expected to wear proper workout attire for their particular activities.

* No street shoes will be allowed in the exercise areas. Please bring a change of shoes for use in the facility
* Members are not allowed to wear sandals while exercising.

**Lost & Found / Valuables**
Childress Performance & Fitness Center will not be responsible for articles lost, stolen or damaged in, on or about the center. You are advised to leave all valuables at home or locked in your car before entering the center.

* Lost & Found items will be kept for two weeks and then donated to charity.
* All lost items must be identified in person. No confirmation of found items will be given over the phone.

**Smoking**Childress Performance & Fitness Center is a designated tobacco-free environment.

**FACILITY ENTITLEMENTS AND POLICIES**

**Changing Membership Types**

* Any changes in your EFT account must be made before the 25th of the month for changes to be effective for the next month.
* All changes must be made with an employee and the member's signature is required. No changes will be made over the phone.

**Cancellation / Termination**

* To cancel a membership, a signed written notice must be received by the 25th of the month. The membership will be cancelled the 1st of the following month.
* Cancellations require member's signature. No cancellation will be made over the phone.
* Management reserves the right to terminate a membership immediately in person or by giving 30 days written notice to the member using certified mail. If notice is by certified mail, it shall be addressed to member's home address shown on the membership application.

**Dues Adjustment**
Dues are subject to adjustment as determined by management. A period of one month's notice will be given to members of any upcoming adjustments.

**MISCELLANEOUS**

**Member's Health Warranty**
Member warrants and represents that he/she has no physical or mental disability, impairment or ailment preventing him/her from engaging in active or passive exercise that will be detrimental to his/her health, safety or physical condition if he/she does so engage or participate. This representative is made by member knowing that management will rely upon the same respect to issuance of this membership. Member acknowledges and agrees that it is his/her responsibility to consult with his/her personal physician prior to and during the course of this membership.

**Waiver of Liability**
Any member using the facilities and equipment does so at his/her own risk. Management shall not be liable for any damages arising from personal injury or damages sustained by member in, on or about the premises of the center. Member assumes full responsibility for any injuries or damages and does hereby and forever release and discharge the center, owners, employees and agents from any and all claims, demands, rights or cause of action, present, or future, whether the same be known or unknown, anticipated or unanticipated, resulting from or arising out of the member's use or intended use of the facilities and equipment hereof.

**Membership Suggestions**
Member suggestions are always welcome. A suggestion box and forms are available in the front lobby. Please let us know if you have any suggestions or recommendations regarding these policies. They are intended to make Princeton Health & Fitness Center an enjoyable environment for all members. Thank you for your cooperation.

*The preceding policies and procedures are not all-inclusive. Other rules and regulations may be posted in and about the facility and shall be binding for all members*

*Management reserves the right to change and amend these policies and procedures as deemed necessary for the safe and functional operation of the facility.*

Member Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Printed Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_