



# Policies and Procedures

## **MEMBERSHIP:**

- Open to CFBC members and the community.

## **MEMBERSHIP TYPES**

### **FAMILY**

**\*Family is defined as parents + three of their dependent children.**

**\*Additional dependents for a fee**

**\*\*Adults age 23 and older are required to have an individual membership.**

\*Monthly (\$45/per month\*)    Semi-Annual (\$250/6 months)    Annual (\$480/year)

### **HUSBAND & WIFE**

**For married couples (under the age of 65) who have no children using the FLC**

\*Monthly (\$30/per month\*)    Semi-Annual (\$175/6 months)    Annual (\$325/ year)

### **65+COUPLE**

**For married couples ages 65+**

\*Monthly (\$25/per month\*)    Semi-Annual (\$145/6 months)    Annual (\$265/ year)

### **INDIVIDUAL**

**Must be at least 16 years of age**

\*Monthly (\$20/per month\*)    Semi-Annual (\$110/6 months)    Annual (\$210/ year)

### **65+ INDIVIDUAL**

\*Monthly (\$15/per month\*)    Semi-Annual (\$80/6 months)    Annual (\$150/ year)

### **PAYMENT OPTIONS**

- Payments are accepted in the form of checks, cash and Autopay account.
- \*Monthly memberships may **only** be paid by Autopay.
- Statements are sent out at the beginning of each month and are due upon receipt.
- Autopay payments are debited on the 5<sup>th</sup> of the month or the first business day following the 5<sup>th</sup> when it falls on a weekend or bank holiday.
- Registration fee of \$45 is a one-time fee if membership is kept current.
- Memberships will automatically continue until terminated.
- After 60 days of non-payment, memberships become inactive.
- Inactive members must reapply and pay a \$45 reapplication fee to regain an active status.

### **MEMBERSHIP ENTITLEMENTS**

- Membership fee includes full access to FLC amenities, according to age restrictions.
- Membership includes all group fitness classes.
- Membership does not include any leagues, sports or special events.
- Scheduled recreation leagues have priority over courts and fields.
- The FLC is subject to closure for selected CFBC events.

### **MEMBER CHECK-IN**

- Members are required to check in at the FLC Welcome Desk each time they use the facility.
- Each member age 13 and up will be issued a key card and will be responsible for presenting it for check in.
- Members will have their picture taken for identification purposes.

## **AGE REQUIREMENTS**

In this guide, the phrase "Must have adult with them" will be defined as having a parent or guardian who is supervising the activity.

<b>Weight Room</b>	
Ages 13 & 14	Must have adult with them in weight room.
Ages 12 & under	Not permitted

<b>Cardio &amp; Cybex Equipment</b>	
Ages 12 & under	Not permitted

<b>Ping Pong and Pool Table</b>	
Ages 12 & under	Must have adult with them

<b>Racquetball Courts</b>	
Ages 12 & under	Must have adult with them

<b>Jogging Track</b>	
Ages 12 & under	Must have adult with them

<b>Basketball Courts</b>	
Ages 12 & under	Must have adult with them

- \* 12 & under may not enter the FLC without adult supervision.**
- \* 15 & under must be on a Family Membership.**

## **CANCELLATION POLICY**

- If you choose to not renew your FLC membership, you must indicate this to the FLC office at least 15 days before the 1<sup>st</sup> of the following month. This cancellation must be documented in writing. Cancellation forms are provided for your convenience at the FLC Welcome Desk and on our website.
- Any outstanding balance at the time of cancellation must be resolved before a member will be reinstated.
- After 60 days of non-payment, membership becomes inactive.
- The FLC reserves the right to cancel membership or deny reapplication to any member.
- The FLC reserves the right to perform a background check on any member.

## **AMENITIES:**

- **Group Fitness Classes**  
For current class schedule: Text "Fitness" to 77069
- **Cardio**  
Ellipticals, Treadmills and Recumbent and Upright bikes
- **TRX Training Equipment**
- **Weight Room**  
Cybex machines, Smith machine, Cable cross, Free weights
- **Indoor Track**  
1/8-mile jogging/walking track
- **Gymnasiums**  
Two full court gyms for Basketball & Volleyball & Pickleball  
Text Courts to 77069 for gym calendars.
- **Lobby Games**  
Ping Pong, Pool Tables and Shuffleboard.
- **Racquetball Courts**  
Court reservations are recommended. Reservation may be made three days in advance of the playing date.
- **Locker Rooms**  
Showers and Lockers. Members may check out a lock at the FLC Welcome Desk.
- **Equipment Checkout**  
Ping Pong balls and paddles, Pool cues and balls, Lap counters, Radios and Shuffleboard pucks.

**Dress Code:** Modest, appropriate attire must be worn at all times. Please use discretion and sensitivity about the exercise attire worn in the FLC.

- No low cut tops, short shorts or midriff showing.
- No low cut sides on men's tank tops
- Men must keep shirts on at all times.
- T-shirts with questionable slogans or signs are prohibited in the FLC (including the alcohol industry).

The FLC reserves the right to determine the acceptability of all exercise attire.

### **GENERAL RULES**

- A dress code is in effect (See DRESS CODE).
- No food or drinks, with the exception of water, will be allowed in the basketball courts, racquetball courts and exercise areas.
- Please use the provided gym wipes or disinfectant spray to wipe down equipment after use.
- Return all weights to their proper place after use. Never leave weights lying on the floor.
- The use of tobacco will not be allowed at the FLC at any time or in any area.
- Equipment must be used for the specific purpose for which it was designed.
- Individuals who check out equipment are financially responsible for any damage or destruction caused by improper use, or any lost or stolen equipment.
- Return all checked out equipment to the FLC Desk after use.
- There will be no soliciting at the FLC.
- All reservations for court times must be made through the FLC Welcome Desk.
- **No Personal Trainers are allowed except those employed by the FLC. This includes sport training such as basketball or volleyball coaches.**
- If any piece of equipment is working improperly, please report it immediately to the FLC Staff.
- Use of foul language will not be tolerated.

### **INFRACTIONS:**

- The FLC staff will be responsible for the enforcement and interpretation

- of all policies and rules.
- Infractions of the policies, rules, or regulations may be handled in one of the following ways:
    - Warning and explanation of the rules
    - Suspension of privileges
    - Notification of parents (high school and below)
  - Major infractions will be handled on an individual basis by the FLC office staff.

### **GUEST POLICIES**

- Guests must be 18 years old or older and with a FLC Member.
- All guests must check in with an active FLC member and may not stay after the FLC member leaves.
- Limit 2 guests per membership.
- All guests must...
  - Have a Valid Driver's License
  - Complete and sign a guest registration card and liability form
  - Abide by all FLC policies and procedures
  - Pay a **guest fee of \$10.**

\* FLC Membership is open to the community, and anyone may join \*

### **ASSUMPTION OF RISK**

- All injuries must be reported to staff immediately. An accident report will be filled out and a determination will be made as to further care or assistance.
- Users assume a risk of physical injury or even death while participating in activities at the FLC.
- Lockers are available for daily use.
- **Any loss or damage of personal property by a user or guest shall not be the responsibility of the FLC or its staff.**
- It is recommended that personal items be secured in day lockers.
- Staff members are not permitted to hold valuables with the exception of keys.

**WEBSITE:** [www.championforest.org/sports](http://www.championforest.org/sports).

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