LifeQuest Fitness Club Policies and Procedures

INTRODUCTION: The policies are for your benefit and help make LifeQuest Fitness an enjoyable family health and recreation facility. Although the Club is a family Club and children of members are welcome, they remain at all times the responsibility of the parents or guardian unless they are involved in a supervised activity. LifeQuest Fitness is not an “all day” day-care provider. Children **under age 14** MUST be accompanied by an adult when entering the club, and the accompanying adult must remain in the club the entire time their child(ren) under age 14 are in the club. Children under 12 must be directly supervised by an adult unless in a LifeQuest supervised activity. An adult is defined as an individual 18 years of age or older.

**NO SMOKING OR E-CIGARETTES, CHEWING TOBACCO, FIREARMS, OR ALCOHOLIC BEVERAGES.**

**LIABILITY** - LifeQuest shall not be held liable for injury incurred in use of equipment or facilities of the Club.

**MEMBERSHIP PRIVILEGES** - for security reasons members must scan their membership card upon entering the Club and must have a picture on file. If you lose your membership key tag, you may purchase a new tag for $5.00 at the service desk.

Membership types:

**ALL-INCLUSIVE FAMILY MEMBERSHIP** provides Club privileges for head of household, spouse and unmarried dependents living at home through age 22. This membership provides Kids Club services and activities as part of the membership privileges.

**FAMILY MEMBERSHIP** provides Club privileges for head of household, spouse and unmarried dependents living at home through age 22. Dependents that become ineligible for the family membership may have their own individual membership without having to pay an additional joining fee (offer extended 90 days). Kid’s Club services may be purchased on an hourly basis for children of the membership.

**COUPLES MEMBERSHIP** provides Club privileges for two clients. Both parties for couples must sign and agree to the terms of the membership agreement. One party of the couple’s membership will be designated at primary account holder and is responsible for all dues payments. Should children wish to use the Club, nursery or kids programs a family membership is required. Non-married couples, such as roommates must upgrade to separate family memberships, see family membership requirements above.

**ADULT + ONE CHILD MEMBERSHIP** provides Club privileges for one parent and one child ages 8 weeks to 10 years. Kid’s Club privileges are provided with this membership.

**INDIVIDUAL MEMBERSHIP** provides Club privileges for one person 18 years of age or older. Parents of Children ages 16-17, who wish to purchase a membership for the child, may sign them up. The parent will be responsible for all membership dues payments and membership agreement conditions.

**CHANGE OF MEMBERSHIP** - membership may be upgraded at any time. A service charge may apply. See membership services for assistance and for specific details. Some restrictions may apply.

**DUES** - Monthly dues are assessed regardless of the number of times the facilities of the Club are utilized. Periodic shut downs and annual maintenance of facilities do occur. We strive to keep shut downs to a minimum. When these

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shut downs occur, we do not adjust membership dues. Should the dues become delinquent the member is not entitled to use the facility. However, monthly dues continue to accrue even when privileges are suspended for non-payment of dues. Membership dues must be paid through electronic funds transfer (EFT) or credit card. There is a $15 charge for returned non-sufficient funds & a $7.00 late fee if dues are not paid in full each month.

**CHARGES** – Personal Training, Lessons, merchandise and concession items are paid in full at the time of purchase. Members are drafted monthly for all account balances. It is the parent’s responsibility to monitor their children’s charges to the membership account.

**HOURS** – MON.–FRI. 4:30 a.m. to 11:00 p.m., SAT.-SUN., 6:00 a.m. to 10:00 p.m., Pool hours: MON.-FRI., 5:30 a.m.-10:00 p.m., SAT.-SUN., 7:00 a.m.-9:00 p.m. The entire pool area including the sauna and steam room, back Women’s locker room, back Men’s locker room and family changing room close promptly with pool closures. All showering and dressing must take place in the front locker rooms after pool hours. The entire pool area, including back Women’s locker rooms and Men’s locker room, changing rooms and back hallway will be locked and secured.

**GUESTS** – Guest of the facility must pay a day pass fee to use the Club. All guests must sign a liability waiver on each visit to the facility and show proof of I.D. Children under age 14 MUST be accompanied by an adult when entering the club, and the accompanying adult must remain in the club the entire time their child(ren) under age 14 are in the club. Children under 12 must be directly supervised by an adult unless in a LifeQuest supervised activity. Junior Day Pass: Ages 8 weeks to 13 years is $10 plus tax. Adult Day Pass: ages 14 + is $15.00 + tax. Family Day Pass is $40 plus tax.

**EXERCISE RULES** – LifeQuest is not an “all day” day-care provider. Children under age 14 may not be dropped off at the Club without adult supervision. Children under age 14 MUST be accompanied by an adult when entering the Club, and the accompanying adult must remain in the club the entire time their child(ren) under age 14 are in the club. Children under 14 must be directly supervised by an adult unless in a LifeQuest supervisor activity. The intent of supervised activities is to provide a fun activity while the parents utilize the Club. Please do not leave children in a supervised activity for more than two hours. *Exceptions to this policy are made for specialty Club programs.*

Children under 12 years are not permitted in the weight room, fitness center on the cardio equipment or in the exercise areas. 12 & 13 year old may use these areas with parental guidance. See weight room rules for specific details. Children are not allowed to RUN around the Club, they must be in a supervised activity. Children are not allowed to wait outside the studios, inside or outside the Women’s Zone, or play in the hallways. Loitering children are asked to find the parent and both will be asked to leave the Club if they present a problem. Infants and small children are not permitted on the exercise / fitness center floors.

Kids attending group exercise classes must be at least 14 years of age to attend without a parent. Kids age 12 and 13 may attend with adult supervision. Children ages 12 and 13 must be able to participate for the entire class. If participating in RPM, the child must be able to fit on the RPM Ride bike properly (approx. 5’ tall). Adults have priority for classes that fill up. Children are not allowed to wait outside the studios, Women’s Zone, the lobby, or play in the hallways.

**POOL RULES** – Children under age 6 must be supervised by a responsible member age 16+ who is in the water within arm’s reach when the child is using the pools or hot tubs. Children 6 must know how to swim. Please do not leave your children in the pool area for more than two hours. Children under 14 must be supervised by an ADULT (18+) kids hot tub, sauna and steam room. Children under 18 are not allowed in the outdoor hot tub at any time.

Proper swimming attire (swimming suit) must be worn in the pool areas (please no inappropriate swim suits). Outdoor hot tub is for adults only. Members are required to shower before entering the pool area - Washington state law - WAC 248-98-060. See pool policies for more details.

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Kid’s Club – We offer 2-hour limit per visit, with a maximum of 3 hours per day, per child. Children must be on a membership, ages 8 weeks to 10 years. Hours- MON.-FRI. 8:30 a.m.-12:00 p.m., 4:00 p.m.–8:00 p.m. SAT. 7:15 a.m.-12:00 p.m.

LOCKERS - Lockers are available for day use at no additional charge. Member supplies a padlock to secure the locker. Items left in the locker over night are removed nightly and put in lost and found. Men’s back locker room is for day use only. Women’s back locker room is for day use only. Monthly Rental lockers range in price from $6-$10.00 per month. See the Office Manager for locker rental prices and registration. LifeQuest does not provide towel service. Please bring your own towel. For privacy reasons, please no cell (camera) phones in locker rooms.

TANNING - Only one person in the tanning room per visit. Children under the age of 18 are not allowed to tan. Each person, over the age of 18 will purchase their own tanning package. Unlimited tanning packages are not shared.

DRESS REGULATION - Shirts and closed toed shoes are required except in the swim pool area. Some group fitness classes are done barefoot as well. Black soled running shoes are not allowed on the hardwood studio floors. No jeans or boots on the main workout floor or in the Women’s Zone. Proper swim attire (swimming suit) is required in the pool area.

CO-ED - The entire Club is co-ed except for the locker rooms and the Women’s Zone. Children 5 years and older are required to use proper lockers rooms. The family changing room are available for young children and their parents.

VIOLATION OF RULES AND REGULATIONS – Failure to observe reasonable standards of deportment or violation of posted rules and regulations may result in suspension of Club privileges, or cancellation of membership at the discretion of management.

LOST ARTICLES - The Club is not responsible for lost or stolen items. Please do not bring large sums of cash into the Club. Please lock your valuables while showering. If you see suspicious behavior in or around the Club, please report it promptly. Lost and found items are saved for one week. Contact the service desk to retrieve your lost item.

Field and Batting Cage Rentals – Soccer field and batting cages may be rented by the hour with an established good standing client account. Clients who rent a field or batting cage must establish a client account with full information including email, date of birth and a valid credit card on file. Rentals may be made up to 4 weeks in advance and are paid in full at the time of booking. Clients may book up to 4 one or two hour rentals within a 4 week period. Long term reservations must be booked with the Athletic Director. Cancellation require 24-hour notice, and will receive an account credit. All field rental or batting cage rental credit that is valid for rebooking for up to 30 days. Late cancellations forfeit a rental credit. All batting cage and soccer field rental sales are final and will not receive a refund unless LifeQuest Fitness is unable to provide the service regardless of the client schedule. (Such as a facility closure). Rentals begin and end at the top of the hour. Rentals have a specific number of participants per field/cage. See rental policies for details. All non-members must fill out a liability waiver prior to being admitted. Photo I.D. is required. Minors must be accompanied by parents and must provide a youth liability waiver. All renters and participants must remain in the rental space. All children must be supervised and are specifically not allowed to be outside the rental space without adult supervision to include using the rest rooms. Violating Club policies, acting in an unsafe manner, vandalism, profanity or poor sportsmanship can result in loss of rental privileges. If a party stays on a field/cage longer than the rental period or uses more than the space that is registered, LifeQuest may at the management’s discretion, charge the client for the additional use of the facility. All damages to the facility are the responsibility of the rental client. Safety rules are in place and must be observed. No bat swinging or ball throwing outside of the batting cage at any time.

Members have the use of the recreation area, such as batting cages, soccer fields and basketball court on a first come first serve basis. Members who wish to bring in non-members to use the recreation area may reserve (rent) the space.

Basketball courts may only be used for appropriate play. When the Club is busy, full court play must be curtailed to half court play to enable more members to share the space. Full court play is recommended before or after prime time. Prime time is described as 4:00 p.m.–8:00 p.m. MON.-FRI.
POOL POLICIES AND PROGRAMS

To keep the pool area a fun and safe place for everyone please abide by the following rules:

1. **Only proper swim attire is allowed**: one or two-piece swim suits for girls and lined swim trunks for boys; only Lycra® or polyester attire is allowed. Inappropriate bathing suits or cotton attire are not allowed in the swimming pools, hot tubs, sauna or steam room.

2. Showers must be taken before entering the pool area. Rinse off showers must be taken after sauna, steam room and sun deck.

3. ADULT: a person 18 years or older. The child must be within the adult's view at all times. Please do not participate in a workout while supervising children.

4. Children ages 6 & up who know how to swim, may be signed into the pool area with the Lifeguard on duty. Please do not leave children in lifeguard swim for more than two hours. Children under age 6 must be supervised by a responsible person age 16+ who is in the water within arm's reach when the child is using the pools or hot tubs.

5. Children under the age of 18 are not allowed in the outdoor hot tub at any time.

6. People under the influence of alcohol or drugs are prohibited from using the pools, hot tubs, sauna, steam room and sun deck.

7. People with communicable diseases, open sores and bloody noses are prohibited from using the pools, hot tubs and sauna, steam room and sun deck. People who are ill – experiencing flu or diarrhea symptoms are not allowed to use the pools or hot tubs.

8. Absolutely NO DIVING.

9. FOR SAFETY: horseplay is not allowed. Please no running on the pool deck. Only soft balls are allowed in the pool area and cannot be thrown during swim lessons or Aquatic Fitness classes. Absolutely no sitting on shoulders.

10. Children not fully potty trained must wear a “swim diaper”. Life jackets and water wings are allowed in the splash pool. Please no floatation devices.

11. No smoking, food or drinks on the pool deck.

12. Equipment on the deck for swim lessons, and water fitness classes are not to be taken for personal use. Kick boards are for adults only.

13. Designated lanes are for lap swimming. Lap lanes are for anyone 14+ using them for aquatic fitness or lap swimming. Proper lap swimming should be performed as follows.
   - Swimmers are expected to share lanes.
   - Swimmers should stay to the right side of the lane.
   - Swimmers stopping to rest should stay to one side of the lane allowing others to turn and continue.
   - Up to 4 people can share a lane utilizing the "circle swimming" pattern.
   - Children are not allowed in the lap lanes unless the lap lane rules are followed.
• Please do not hang on the lap lanes.

14. Lap lanes may not be available during scheduled swim lesson hours or water fitness classes.

15. People refusing to obey the pool rules are subject to removal from the premises.

16. Member and Guest Policy: One adult may supervise a maximum of 3 children that are under the age of six and non-swimmers regardless of age. Birthday parties must be arranged in advance and are hosted by LifeQuest staff.

HOT TUBS, SAUNA AND STEAM ROOM

1. Sauna and steam room attire – a swim suit or light clean clothing may be worn. Please no street shoes, workout shoes or heavy clothing. Please no scented oils or lotions or eucalyptus.

2. Children 6 years and under cannot use the sauna, and steam room and are advised to limit use in the hot tubs. Children under 3’ tall must be within arms reach of an adult while in the indoor hot tub. Swimming is not allowed in the hot tubs.

3. People suffering from heart disease, diabetes, high blood pressure or pregnant women should consult a physician before using the hot tubs, sauna, or steam room.

4. People who are ill – experiencing flu or diarrhea symptoms are not allowed to use the pools, sauna, steam room or hot tubs.

5. OUTDOOR HOT TUB: is restricted to adults only (18+). The indoor hot tub is available for all ages.

WEATHER CLOSURE

If inclement weather occurs in the surrounding area LifeQuest may close the outdoor hot tub and or outdoor sun deck for a minimum of 30 minutes from the last sighting or weather advisories. This would include lightning, heavy showers, high winds, snow and ice.

WARNING:

Failure to follow rules can result in serious injury.

Fitness, Weight Room, Women’s Zone

LifeQuest Fitness is designed to provide our members a high-quality workout. We have established policies and procedures to help you accomplish this goal. We hope that by adhering to these policies, you have a safe and productive workout.

For health and safety reasons, please DO NOT use equipment without proper instruction. Please consult with a physician before starting an exercise program. To learn how to use the weight equipment and the cardio equipment please sign up at the service desk for an orientation. New members are eligible for a complimentary personal training consultation and a complimentary weights and cardio equipment orientation. We strongly recommend that members attend a weight & cardio orientation prior to using the equipment.

ELIGIBILITY REQUIREMENTS FOR YOUTH 12 & 13 YEAR OLDS

1. Children under the age of 12 are not permitted in the weight room, cardio deck, Women’s Zone or group exercise studios.
2. Youths 12 & 13 years old must have direct parental supervision at all times while working out in these areas.

3. Weight room / fitness center policies must be obeyed. If there are discipline problems with youth, one verbal warning is given. If there is a second occurrence, they lose their privileges.

**GENERAL INFORMATION**

- Over training can result in injuries. Please use caution! To prevent injuries, always warm up and stretch before working out.
- Stop exercising if you become faint, light headed, experience shortness of breath, pain, discomfort or illness. Please consult a physician before resuming your exercise program.
- Please limit your work out on cardio equipment to 45 minutes during prime time, 4:00 p.m. - 8:00 p.m. weekdays and peak times on weekends.
- Please do not leave valuables unattended. The Club is not responsible for lost or stolen items.

**GENERAL AND SAFETY RULES**

When you adhere to proper lifting techniques and utilize common sense, weight lifting is an enjoyable and safe activity. Most injuries result from either carelessness or ignorance.

1. Courteous behavior is required for all members. This includes general gym etiquette of allowing other members to get a set in while you are resting. All the equipment must be shared. No cursing, threats or discourteous behavior will be tolerated toward members, guests or staff.
2. Sanitize the equipment before and after use. Gym wipes, paper towels and sanitizing spray stations are available throughout the Club.
3. Do not take equipment off the main gym floor, out of the Women’s Zone or out of the group exercise studios. If you use it, put it back where it belongs.
4. Do not stack weights, balls, barbells or any other equipment against walls. If you damage equipment or the facility you may be asked to leave the premises and your membership privileges may be suspended or canceled. Damage to the equipment or facility may be determined to be a personal liability that requires a member to reimburse the Club.
5. Shirt and athletic shoes must be worn at all times. No sandals or high heels allowed.
6. Plate collars are required when using free weight equipment. When loading, or unloading one side of a barbell, load or unload the other side evenly. Use spotters as required. Please do not slam or drop weights on the floor.
7. For the safety and courtesy of others please return weights to their proper place. To help keep the equipment clean and dry, carry a towel with you when you work out and wipe off equipment after each use.
8. No food allowed in the weight room. Drinks are allowed in spill proof bottles only.
9. Please report maintenance problems to the staff immediately.

**WARNING:**

LIFEQUEST FITNESS IS NOT LIABLE FOR INJURY INCURRED WHILE USING THE WEIGHT ROOM OR CARDIO CENTER EQUIPMENT

**GYMNASIUM PROGRAMS**

**GYMNASIUM RULES** - the following rules apply:

1. No full court basketball or volleyball during prime time. 4:00 p.m.-8:00 p.m. MON.-FRI.
2. Kid’s Club staff and member participants may use half court for recreation activities during any club hours.
3. Birthday parties, family fun nights and other special club activities may be scheduled and will take priority of the basketball area.
4. Absolutely no kicking, throwing or bouncing any sporting ball or items at the ceiling. Damage to the lighting will be considered vandalism and may result in a damage assessment against a member guest or guardian/parent of the member or guest.
5. All equipment such as basketballs, footballs, soccer balls, volleyball nets, batting cage nets, L screen, mounts or other Club equipment must be used in a reasonable fashion as to the purpose of the equipment. Damage may result in personal liability for reimbursement for equipment or facility repairs.

GENERAL RULES - These following rules apply so that all members have an enjoyable experience.
1. No food or drinks allowed in the gym. Absolutely no gum or seeds.
2. No black-soled running shoes allowed.
3. No abuse of the equipment or profane language.
4. The basketball court is available for all members and can be used on a first come first serve basis. When the gym is busy, full court play is not allowed. The space must be shared for both adults and children.
5. No Dunking or holding the rim.

BATTLING CAGES

General Rules:

1. Absolutely no swings of bats, lacrosse or hockey stick or any other sporting equipment outside the batting cages.
2. Absolutely no throwing baseballs, soccer balls, basketballs or any other sporting equipment outside the batting cages.
3. All batting cages must be completely closed and checked for safety prior to use. If you see a ball leave the batting cage due to a hole or break in the netting, stop pitching, batting and throwing immediately and report the problem.
4. L-screen may be used in the batting cages, but are not to be dragged or thrown or miss used.
5. The pitching mound must be used in the pitching cage only.
6. No additional stations may be set up outside the batting cage area for grounding, tossing or any other horseplay.
7. Batting cages can be used on a first come, first serve basis by members. Check the rental room schedule at the service desk for availability. Rentals do take priority.
8. Members must provide all baseball equipment for use in the batting cages. LifeQuest is not responsible for lost or damaged personal items.
9. Each batting cage can be used by a maximum of 8 participants. Parental or adult supervision may be necessary for safety. Protective gear should be worn as necessary.
10. Batting cage netting is not to be moved or disturbed by members, renters or guests. Ask a LifeQuest Fitness staff member for assistance. All batting cages will be closed at the end of business each day. Opening the batting cages are by request, but may not be available due to staffing.
11. Absolutely no tying, climbing, inappropriate pulling or tearing of the batting cage netting will be allowed. All damages to the facility will be the responsibility of the renter or member/guest if damage occurs.

CLIMBING WALL RULES

These rules and guidelines are designed to mitigate risk while maintaining a positive and enjoyable environment for the participants.

GENERAL RULES

• All climbing must be during authorized and staffed climbing scheduled times.
• Only LifeQuest trained belay qualified climber employees may belay a climber.
• You must be 5+ years of age and of proper size for the equipment to participate in the climbing wall activities. LifeQuest reserves the right to refuse climbing services based on participant size and safety equipment.
• Shirts must be worn at all times.
• Inappropriate and distracting behavior will not be tolerated.
• Climbing wall limit of participants per hour is 10. Clients who wish to reserve a rock climbing party must book no more than 10 participants or must add an additional hour to the party based on the party size.

EVERY TIME BEFORE YOU CLimb - USE THE BUDDY SYSTEM
• Check both harnesses for proper adjustment and double-back of waist belt.
• Check both carabiners to make sure they are securely locked.
• Check the knot and the back-up knot.
• Check the belay device for proper threading.

NOTE: Indoor Rock Climbing is INHERENTLY DANGEROUS and cannot be made completely safe.
billing department and the proper notes placed in the member file in advance. The member/parent dropping of the child must also verify on that visit that the additional guardian will be picking the child up.

CHECK-IN PROCEDURES
   a) Scan in with your membership card. Children members will be checked in with their own key tags for security purposes.
   b) Hang up your child’s coat. No food or drinks allowed in the Kid’s Club.
   c) Inform the staff of any special instructions and where you will be inside the facility.

CHECK-OUT PROCEDURES
   a) Only a parent or guardian listed on the membership can pick up the child from the nursery.
   b) Collect all of your child’s belongings.
   c) Lost or stolen items are not the responsibility of the Club.

FOOD
Please no food or gum allowed in the nursery. In consideration of children with food allergies, this policy is strictly enforced.

TOYS
Toys from home are not allowed. Some objects big or small may be dangerous to other children. Absolutely no electronics.

PARENTS PROVIDE
Parents must furnish their own diapers and bottles. LifeQuest staff and Kid’s Club attendants do not change diapers. Parents will be asked to come to the Kid’s Club to change their babies as necessary. All dirty diapers, towelettes and other materials must be returned to the diaper bag by the parent and removed from the building. No diapers or other bodily fluids are allowed in any trash can in or out of the facility. LifeQuest will not dispose of member hazardous materials (dirty diapers). This rule is strictly enforced.

POTTY Time
The staff when alerted will assist the child to the rest room area. Each potty trained child must be able to complete the process independently or wear pull-ups. Parent’s may opt to return to the Kid’s Club during potty training times to assist in potty practice. If the child wets their clothing, the parent will be notified immediately. The parent may change the child’s clothes (if a change of clothes has been packed) or take the child home.

PERSONAL ITEMS
Please DO NOT leave wallets, purses or other valuables such as electronics in The Kid’s Club. Lockers are available in the locker rooms members are required to provide their own locks for day use purposes. The Club is not responsible for lost or stolen articles.

LOST & FOUND
Items left in the nursery are bagged at the end of each day and taken to the Club’s lost and found area.

DISCIPLINE POLICY
It is our hope that problems may be resolved after a conference with the parents. However, if the problem persists, the child is suspended from The Kid’s Club.

The following is a list of our discipline policy procedures:
1. Verbal reprimand
2. Parent’s will be requested to remove the child from the Club for the day.
3. Conference with the parents
4. Longer term Kid’s Club suspension (2 days or more depending on the problems).
5. Full suspension with or without the opportunity to be allowed back.