

## GYM POLICIES AND PROCEDURES

Members of the Getty Fitness Center must agree to and abide by the policies and procedures outlined below. Failure to adhere to these policies and procedures will result in suspension or termination of membership. Each member holds a responsibility to promote a safe and friendly environment and to uphold Getty's code of conduct.

1. Supervised Fitness Center hours are Monday-Thursday, 8:30 a.m.-7:00 p.m. (This **excludes** all Getty-designated holidays.) Members have 24-hour access, 7 days a week, only after an orientation has been completed (by appointment; contact the Fitness Center). The Fitness Center is subject to closure due to special events, maintenance or emergencies. Members will be notified of closures via email and, when possible, posted signage.

2. All members must check in and out of each exercise session and use of Fitness Center. If the computer is turned off or not working, check in using the paper sign-in log provided.

3. The Fitness Center staff has the authority to ask a member to leave the premises if deemed necessary. Unauthorized visitors are not eligible to use any aspect of the Fitness Center at any time and will be asked to leave. Unless hired specifically by Getty or HealthFitness, outside personal trainers and fitness center members are not permitted to act in the role of a fitness professional, to teach any type of fitness or class to other members or provide personal training services.

4. Use of a mobile device is permitted only when used for listening or watching, while working out. Headphones must be used and volume set, so that other members cannot hear what is being played. No conversations on electronic devices should take place, unless for the purpose of an emergency. No mobile devices should be used for any reason in the locker rooms, except in the case of an emergency. Camera use in the fitness center is prohibited under any circumstances except by Fitness Staff or previously authorized persons. If cameras will be used for purposes of promotion or to record issues or damages, anyone currently working out will be informed.

5. The volume of stereo and/or television should be such that it is respectful of everyone in the Fitness Center with the default volume set to an audible level. Use of subtitles for television is preferred.

6. Food and chewing gum are not allowed in the Fitness Center. Beverages, other than water, are not allowed in the Fitness Center.

7. Appropriate workout clothing is required and must be worn at all times (i.e. gym shorts and/or sweats, shirts and shoes). Clothing with vulgar and/or demeaning slogans and/or pictures will not be allowed. Athletic shoes must have closed toes. No street shoes, flip-flops, sandals or bare feet will be allowed. For yoga or stretching, footwear may be removed only while exercising on a mat.

8. Proper use of all equipment is required at all times. Inappropriate use or disregard of notices when an item is not available for use, etc. will result in loss of membership.

9. All injuries and accidents must be reported to the Fitness Center staff immediately. This includes minor incidents such as overexertion, fainting, and light-headedness. In addition, members are responsible for notifying the Fitness Center staff of any changes in their health status (e.g., pregnancy, hospitalization, new medications, etc.), since many health conditions can impact a safe and effective exercise program.

10. Be courteous to other members; excessive noise (grunting, moaning, clanging or dropping weights, etc.) is not permitted, nor is the use of inappropriate language or cursing. If others are waiting for the piece of equipment you are using, be aware and share. Please return any equipment to its appropriate location and clean with provided wipes after each use.

11. If exercising alone during unsupervised hours and an emergency occurs, notify security by pulling one of the emergency pull-switches located around the Fitness Center, or call the Security Emergency phone number at x7000 and inform them of the situation

12. The J. Paul Getty Trust and Health Fitness Corporation assume no responsibility for lost, stolen, or damaged articles left in the gym or in the locker rooms. Any items left in a locker or our lost-and-found for longer than 6 months will be discarded.

13. If any equipment or aspect of the facility needs attention, members should inform Fitness Center staff immediately.