

24/7 Access Checklist

Patron's Full Name		Effective Date	
Knowledge Requirements	Initials		
	Patron	Staff	
First Aid/AED/Fire Extinguisher			
Emergency phone			
24-hour binder/Smart Book			
Off limits areas			
Locker rooms/securing personal property			
Emergency exits			
Cleaning materials			
Wiping down equipment before and after use			
Spotters			
Collars and clips			
Use equipment correctly and only as intended			
Re-rack weights, return equipment to original location			
Stay out of areas closed for cleaning			
Safety straps for treadmills			
Exit and rescan when transitioning to after-hours			
Building access via barcode scanning			

NOTE: any time you get a new issue for the card that you have registered for access, the new card must be registered in the computer system to maintain 24-Hour Access.

BLANCHARD PHYSICAL FITNESS CENTER (BPFC) 24-HOUR ACCESS USER AGREEMENT

I understand and agree that my access to BPFC during unmanned hours is a privilege which can be revoked for any rule violation. By initialing next to each following point, I acknowledge that I understand and agree with the corresponding point of policy.

_____ NO ONE WITH A MEDICAL CONDITION THAT WOULD RESULT IN SERIOUS INJURY OR DEATH IF THEY ARE ALONE AND CAN'T RENDER SELF-AID WILL BE PERMITTED AFTER-HOURS ACCESS.

_____ All patrons must report to the appropriate authority or BPFC staff any misuse, abuse, or violation(s) of any rule in this agreement or of any DoD guideline/policy/directive. Surveillance cameras are present throughout the facility to ensure safety and security, but each patron is expected to conduct themselves in a manner consistent with military laws, rules, regulations, standards, and values.

_____ GRANTING BUILDING ACCESS TO THOSE WITHOUT 24-HOUR ACCESS IS STRICTLY PROHIBITED AND WILL RESULT IN IMMEDIATE SUSPENSION OF AFTER-HOUR PRIVILEGE. Don't hold/prop open the door, share a registered card, or engage in any other means to grant access to those who aren't registered to have it. Patrons will ensure that the door closes securely behind them after entry.

_____ Use of provided equipment during emergencies is highly encouraged, if practical. A telephone and medical equipment are easily accessible: an Automated External Defibrillator (AED) is in the Cardio room along with a self-aid kit, and a telephone is located on the far right of the front desk.

_____ Registered patrons over the age of 18 can sponsor **UP TO TWO** non-DoD affiliated persons (age 13 years or older) to accompany the sponsor for after-hour access. Prior to access, each sponsored person must present to the gym to sign a Hold Harmless Agreement. While on the premises of BPFC, the sponsor is responsible and liable for actions of their guest(s).

_____ If directed to do so, patrons in the building during the transition to after-hours will exit the facility and re-enter using their registered card to access BPFC for after-hours use. Registered patrons denied after-hours access must contact the BPFC front desk during normal business hours to resolve the issue.

_____ Registered patrons are encouraged to use "The Buddy System" and have a workout partner with registered 24-hour access accompany them after-hours, if possible, specifically because BPFC policy requires the use of a spotter and clamps when using free weights to prevent injuries. In the absence of a spotter, a power cage or Selectorized equipment must be used, and we highly discourage max weightlifting attempts or any exercise(s) that push the patron past their limits or experience.

_____ Patrons are encouraged to log any facility issues (broken door or window, burned out light, ceiling damage, etc.) in the Smart Book located at the front desk.

_____ Restricted areas will be marked as such or be secured via lock. Patrons will not attempt to access these areas.

_____ In the event of a power outage, patrons will gather their belongings and promptly vacate the building.

_____ Patrons may be held liable for damage that they cause to BPFC, or the equipment contained therein.

_____ Patrons are encouraged to take advantage of the locker rooms located within BPFC. The US Government, Joint Base Lewis-McChord, all administrative subdivisions and agencies thereof, and the respective personnel and employees thereof are not responsible for any personal property that is damaged, lost, or stolen while in or around BPFC.

Violation of any of these rules or engagement of actions that are contrary to standards of conduct established by DoD and/or federal regulation(s) will result in the loss of the 24-hour access privilege. All inquiries of loss of privileges must be done in person. Active Duty, Guard, Reserve, and DoD civilians will have a representative of their senior command/leadership team present. Dependents will have their sponsor present. Penalties for violation are as follows:

1st offense: 30-day suspension of 24-hour access

2nd offense: 90-day suspension of 24-hour access

3rd offense: 1 year suspension of 24-hour access

Check one: Active Duty Dependent Retiree DoD Civilian

For Active Duty (dependents list sponson's unit info):

Unit: _____ Commander/1SG name: _____

Commander/1SG Email and phone: _____

I DECLARE THAT I UNDERSTAND ALL RULES AND INSTRUCTIONAL POINTS AS THEY HAVE BEEN COMMUNICATED TO ME. I ALSO DECLARE THAT I KNOW HOW TO SAFELY OPERATE EVERY PIECE OF EXERCISE EQUIPMENT ON THE PREMISES OF BPFC AVAILABLE FOR AFTER-HOURS USE. THIS KNOWLEDGE REQUIRED FOR AFTER-HOURS ACCESS TO BE GRANTED, SO IF I AM NOT FAMILIAR WITH HOW TO SAFELY OPERATE ANY PIECE OF EQUIPMENT, I WILL BE REQUIRED TO RECEIVE AN EQUIPMENT ORIENTATION CONDUCTED BY BPFC STAFF TO ENSURE THAT I KNOW HOW TO OPERATE THE EQUIPMENT SAFELY.

Patron signature and date: _____

Patron email: _____ Patron phone: _____

Staff signature and date: _____