



Watermark Fitness Centre

Policies, Rules and Procedures

1. Membership Eligibility

All full-time and regular part-time employees of tenants within Watermark Tower are eligible to join the Watermark Fitness Centre (WFC) and have access to the facilities and equipment.

2. Membership Application

All prospective members must complete the following prior to using the facility:

- Membership Application and Agreement form
- Physical Activity Readiness Questionnaire (PAR-Q) form
- Physical Activity Medical Examination (PARmed-X) form (if required)
- Acknowledgment, Indemnity and Release of Liability form
- Facility safety orientation

Facility safety orientation sessions may be booked directly with the WFC Fitness staff by phone at 403-777-5840 or email at fitness@watermarktower.com.

3. Membership Fees

- The monthly membership fee is \$30.00 plus GST (\$31.50 GST inclusive), payable by pre-authorized payment (banking or credit card) on the 15th business day of the month for the current membership month.
- No other form of payment is accepted.
- **WFC can prorate partial membership fees.**

Membership Fees Include:

- A facility safety orientation to the WFC.
- Use of all exercise equipment and space.
- Use of showers, day lockers and associated amenities.
- Advice and assistance from WFC Fitness Consultant.
- Member rates for registered fitness classes.
- Equipment demonstrations and workout workshops.

4. Cancellation of Eligibility and Membership

Only tenants of Watermark Tower are eligible for membership at WFC. Termination of employment from a tenant within Watermark Tower or transfer to a tenant's other locations automatically cancels an employee's eligibility for membership or existing membership at WFC. In either case, a member must submit a WFC Membership Cancellation form.

To cancel a WFC membership the member must submit a Membership Cancellation form to the WFC 1 month prior to avoid having following month's dues debited from account.

No refunds will be given for any payment of membership dues if sufficient and proper notification has not been given by submitting the WFC Membership Cancellation form. **Emails of intent to cancel a membership at WFC are not accepted as sufficient notice of cancellation.** No refunds will be given if WFC membership is cancelled mid-month.

5. Hours of Use

The WFC is open 365 days a year.

- Monday to Friday from 5:30 a.m. to 9:30 p.m.
- Saturday, Sunday and statutory holidays from 6:00 a.m. to 6:00 p.m. (unsupervised)

The facility is supervised by a qualified fitness consultant on most business days during lunchtime hours. The Fitness Consultant is also available by appointment to meet with members during normal business hours.



6. Facility Access

A card/FOB access device is used to gain entry into the facility. A member's card/FOB device is programmed for WFC access within 24 hours of the completion of the following:

- Facility safety orientation.
- Receipt of Membership Application and Agreement form.
- All other forms as outlined in #2 and approved by WFC

Members must use their own access device to gain entry to the fitness centre. **In order to reduce improper use of the WFC and to enhance the security of members and their belongings, members may not allow others into the fitness centre.**

There are no guest privileges. The facility is for the exclusive use of members. Members who bring guests into the facility will have their WFC membership terminated immediately.

Between 6 p.m. and 6 a.m., members may enter Watermark Tower through the front door of the building at 530 8th Ave. S.W. using their WFC access card/FOB to gain access to the building.

8. Personal Training, Nutrition Consulting and Fitness Class Instruction

- **Services.** Our services include instruction, coaching, advice, lessons or demonstration concerning physical exercise, physical fitness, exercise strategies, nutrition, wellness, fitness products, fitness equipment and other fitness-related activities by personal trainers, Registered Dietitians, teaching pros or other instructors. Services are available to members for a fee, upon completion of a Client Agreement.
- **No Personal Training by Members or Guests.** You may not solicit or conduct on the premises any personal training as defined above, with or without compensation. Health Systems Group has the exclusive contract for personal training services and retains sole discretion to determine whether a member or guest is engaged in personal training.

7. Emergency Procedures

Emergency procedures are outlined above the emergency phone in the WFC. **Dial 9-911 in order to contact Emergency Medical Services, the Police or Fire Department.**

The WFC is equipped with three GREEN emergency call buttons located in the following areas:

- Main Centre area by door of Women's locker room
- One in each of Men's and Women's locker rooms

If a building alarm bell rings, exit the building via the west door in the WFC that exits to 7th Ave. S.W. Upon exiting, join fellow office colleagues at their designated muster stations. **Do not exit via main WFC door that takes you back into the building.**

8. Signing In

Members must scan during each visit to monitor facility use and membership status. These statistics are used to determine staffing needs, cleaning needs and equipment acquisition.

9. Lockers

Lockers are provided for members while using the facility. Members must provide their own locks. Members are advised to keep valuables locked at all times. Personal belongings left in the facility overnight or locks left on lockers overnight may be removed prior to the following morning and placed in the building's general lost and found located at the Security Desk in the main lobby of Watermark Tower.

10. Loss of Personal Items

GWL Realty Advisors Inc. and its fitness centre management firm accept no responsibility for lost or damaged personal items. Contact the WFC at 403-777-5840 or Watermark Tower Security located in the Watermark Tower lobby at 403-777-1670 in the event of loss of personal belongings.



11. Safety, Etiquette and Hygiene

The following guidelines are in place to ensure a safe and clean workout environment and to enhance member exercise safety and enjoyment:

- a. Learn how to use the equipment prior to use. The WFC Fitness Staff is available for assistance. It is recommended that members work out with a partner when no one else is in the WFC.
- b. Include a thorough warm-up and cool-down with each exercise session.
- c. Work out at a comfortable pace. Trying to keep up with someone else could result in injuries.
- d. Stop exercising if any unusual pain or discomfort is experienced during a workout.
- e. Advise the WFC Fitness Staff of any change in health status from the initial PAR-Q that may affect participation at the WFC. This includes illness, injury or pregnancy.
- f. Report any facility-related accidents, injuries or equipment malfunctions to the Fitness Consultant or, if not available, to Security at 403-777-1670 or 670 from the WFC phone.
- g. Do not bring any food or drink other than water into the WFC. No glass bottles are permitted.
- h. Wipe down all equipment and mats after use. Spray bottles and towels are available throughout the WFC.
- i. Refrain from spitting on the floor or into the water fountain.
- j. Cell phone use is prohibited anywhere in the WFC.
- k. Appropriate gym attire must be worn while working out. T-shirts, shorts, sweatpants or aerobic outfits are recommended.
- l. Proper exercise footwear must be worn at all times. Do not wear dirty, outdoor shoes in the facility. Mud and moisture can harm the equipment and flooring and make the locker room floors slippery. Small pebbles left in shoes can cause damage to equipment, specifically treadmill belts.
- m. Avoid the use of scented deodorants and other scented hygiene sprays or perfumes as many people are allergic to fragrances.
- n. Launder gym clothes regularly.
- o. Adhere to the 20 minute total time limit on cardiovascular equipment when a name is on the waiting list.
- p. Respect other members' busy schedules by spending a minimal amount of time in showers/private changing areas.
- q. Use a personal headset when listening to music. Personal stereos are not permitted in the WFC.
- r. Show respect for other members at all times. Behavior that is sexual in nature such as making requests or comments, suggestive or persistent staring or unnecessary contact such as pinching or touching is deemed highly inappropriate and considered to be harassment.
- s. Use of abusive, profane or loud language is prohibited anywhere in WFC.
- t. Replace all equipment and magazines after use to avoid clutter and possible accidents due to tripping.
- u. Do not drop or bang the weights. If you can't set it down, don't pick it up!