**Membership agreement between a Member and USW FitZone**

**1.Definitions**

• Member: A user who pays a fee entitling them to enjoy the benefits of this Agreement in particular the use of some or all of the Facilities.

* Membership categories are: All Inclusive or Gym Only.

• USW FitZone operates from the Universities main campus at Treforest, Pontypridd.

**2. Members**

• Members may be required to provide identification/ proof of status and campus.

• Members are bound by the Centres General Terms and Conditions, these may be found on the USW FitZone website:

**sport.southwales.ac.uk/treforest/**

• **Students** - If a member during this agreement is no longer a student of the University they must immediately notify

USW FitZone.

• Membership is only available to University of South Wales students. Non University of South Wales students will be

considered on an individual basis.

• **Staff** - If a member during this agreement is no longer staff of the University they must immediately notify USW FitZone.

• Staff Members are entitled to claim half an hour per week ‘flexitime’ when using USW FitZone.

• Staff employed by the University are not eligible for a Student Membership.

**3. Payment**

• **Students** - Memberships fees are paid for the full term of your membership and must be paid in full at time of

purchase.

• **Staff** - Annual Memberships fees are paid for a minimum of 12 months.

• Membership must be paid in full at time of purchase.

• If paying monthly directly through salary then a minimum of 12 payments must be made. Payments will continue

following this period unless one months notice of cancellation is given.

• Prices will be reviewed annually in September. You will be informed of any increase.

• **Public** - Membership fees are to be paid for a 12 or 1 month membership and must be paid in full at time of purchase.

**4. Early termination/Refund**

• Members may cancel this agreement within 14 days without giving a reason.

• The cancellation period will expire 14 days from the day you accept the terms of this agreement.

• Memberships may be refunded for medical reasons (a doctors certificate will be required).

• Where a University student finishes or permanently withdraws from their programme of study.

• Where a University staff member finishes their employment.

• Requests for refunds should be made, in writing, to the Operations Manager. An administration fee may be charged.

• The University may terminate Membership if the Member breaches any terms of this Agreement.

• Membership may not be frozen or temporarily suspended by the member.

**5. No transfer of Membership**

• Membership is personal to the Member. Members are not permitted to allow any other person to use their

Membership. In particular, others may not use Members cards to book facilities or gain entry to USW FitZone.

• Membership accounts are personal to the member, the membership cannot be transferred to another person.

**6. Membership Cards**

• Membership cards are collected from USW FitZone reception desk.

• Members will have their Membership Cards recorded against their account.

• A replacement membership card can be obtained from USW FitZone; a charge will be made of £2.

• Members will need to present their card each time they wish to use the facilities, failure to do so will result in

non-member fees being charged.

**7. Bookings**

• All facilities and activities in the USW FitZone can be booked by members up to 7 days in advance.

• Please make every effort to advise the reception staff at USW FitZone if you are unable to attend a booked session.

* All bookings not taken five minutes after start may be re-let.
* ALL INCLUSIVE MEMBERS – If you are unable to attend a booking, a minimum of 24 hours notice is required. Failure to do this on more than one occasion will result in loss of advance booking privileges for one month.
* GYM ONLY MEMBERS - If you are unable to attend a booking, a minimum of 24 hours notice is required. Failure to do this on more than one occasion will result in loss of advance booking privileges for one month.
* Bookings made for classes or recreational activities must be paid for in full at time of booking.