FACILITY AND PROGRAM POLICIES

Student Recreation Center
1411 Ridge RD, Bowling Green OH 43403
419.372.2000 | recwell@bgsu.edu

Perry Field House
801 N Mercer RD, Bowling Green OH 43403
419.372.9900 | recwell@bgsu.edu

Forrest Creason Golf Course
1616 E Poe RD, Bowling Green OH 43403
419.372.2674 | golf@bgsu.edu
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The Department of Recreation and Wellness is a comprehensive program that provides unique opportunities for recreation, wellness, and student development; promotes healthy lifestyles to the University and surrounding communities through personal and team challenges, hands-on educational experiences, and competitive activities; aids in student recruitment and retention; and supports the University’s core values and diversity initiatives to enhance the quality of life through the balance of work and play. To this end, policies outlined here are established to ensure a safe, secure, and welcoming environment for all. All BGSU policies and procedures are enforced at all times. Recreation and Wellness facility policies apply to all activities, programs, services, and spaces contained within.

Enforcement and interpretation of all policies is at the sole discretion of Recreation and Wellness staff. Policy violations, theft, malicious use of equipment, defacing Student Recreation Center (SRC), Perry Field House (PFH), outdoor recreation spaces, and Forrest Creason Golf Course property, solicitation, verbal abuse of employees/users, or violation of other University policies, including the BGSU Code of Student Conduct, may be investigated per procedures established by the University. Sanctions, such as removal from a facility, revocation of privileges, prosecution, or referral of students to the Office of the Dean of Students, may be imposed.

Patrons are responsible for familiarity with and adherence to all Recreation and Wellness policies. Policies are subject to change; refer the Recreation and Wellness website for updates: www.bgsu.edu/recwell.

ASSUMPTION OF RISK

Physical activity, by its very nature, carries with it certain inherent risks that cannot be eliminated regardless of the care taken to avoid injury. The Department of Recreation and Wellness provides for activities and programs that carry certain inherent risks. All participation in Recreation and Wellness activities and programs is voluntary and at the user’s own risk.

1. All patrons excluding current BGSU students must complete the BGSU Recreation and Wellness Informed Consent Waiver and Release of Liability prior to initial facility use. Parent or guardian must complete the BGSU Recreation and Wellness Informed Consent Waiver and Release of Liability on behalf of minor(s).

2. Participants are required to report all accidents, injuries, and incidents (i.e. theft, broken and malfunctioning equipment, etc.) to Recreation and Wellness staff and complete an incident/accident report in entirety at the time of occurrence.

3. Recreation and Wellness is not responsible for loss or theft of personal belongings. In the case of lost or stolen belongings, patrons are encouraged to immediately complete an Incident Report Form at the SRC Welcome Desk and report the incident to the BGSU Police at 419.372.2346.

ACCESSIBILITY AND ACCOMMODATIONS

- Handicap parking adjacent to all facility entrances/exits
- Ground floor entry doors equipped with electric door openers (SRC, PFH)
- Braille signage for the visually impaired indicating room numbers (SRC)
- Elevator access to all levels (SRC)
- Accessible restrooms on all levels (SRC, PFH)
- Accessible drinking fountains (SRC, PFH)
- Accessible day and rental lockers (SRC)
- Accessible showers in the general and Lower Level I family locker rooms with special shower seats (SRC, PFH)
- Chair lifts in Andrews and Cooper Pools (SRC)
- Accessible spectator seating in Cooper Pool (SRC)
- Accessible training equipment (SRC)
- Intercom accessibility to the Club House and an accessible restroom, golf cart, and provisions for drinking water are available at Forrest Creason Golf Course

Individuals with special entry needs may request staff assistance at the SRC Welcome Desk, PFH Welcome Desk, and Forrest Creason Golf Course Club House (via the externally located intercom system) or by calling the following numbers:


Patrons and guests with disabilities are requested to indicate if special services, assistance, or appropriate modifications are needed to fully participate. Contact Disability Services at dss@bgsu.edu or 419.372.8495 prior to the program or event.
1. All individuals entering the SRC or PFH for usage are required to maintain an active SRC Membership or purchase a Day/Punch Pass. Children under 3 years of age may access the facility free of charge. SRC Membership and Day/Punch Passes include limited access to the PFH when the facility schedule permits drop-in recreation.

2. Full-time undergraduate and graduate students receive a SRC Membership. Part-time students may upgrade to a SRC Membership through a tiered fee structure based on credit hour load or purchase a Day/Punch Pass.

3. SRC Membership and Day/Punch Passes do not include access to Group Exercise classes or personal training sessions; patrons must purchase a Group Exercise Pass or Personal Training Package for access. A SRC Membership or Day/Punch Pass is not required for participation in Group Exercise classes or personal training sessions once a Group Exercise Pass/Personal Training Package has been purchased.

4. SRC Memberships and Day/Punch Passes are non-transferable. Refer to Refund Policies for additional information.

5. All patrons excluding current BGSU students must complete the BGSU Recreation and Wellness Informed Consent Waiver and Release of Liability prior to initial facility use. Parent or guardian must complete the BGSU Recreation and Wellness Informed Consent Waiver and Release of Liability on behalf of minor(s).

6. Members must present either University issued credentials (BGSU ID, SRC Membership key fob) or register their biometric finger vein scan for subsequent entry to the SRC or PFH.

7. Non-members must show a valid photo ID and complete the BGSU Recreation and Wellness Waiver to purchase a Day/Punch Pass. Day/Punch Passes are available to adults 18 years of age or older or children accompanied by a parent or guardian.

8. All children under 16 years of age must be accompanied by an adult of at least 18 years of age at all times in all facilities. See the Facility Open Recreation Space Age Requirements chart below for specific open recreation space age and supervision requirements.

9. Presenting a false ID or otherwise attempting/aiding unauthorized access to the facilities (i.e. holding the door open) is prohibited; violations result in revocation of facility use privileges and disciplinary actions including but not limited to referral to the BGSU Police and/or the Dean of Students.

### FACILITY OPEN RECREATION SPACE AGE REQUIREMENTS

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- Children not permitted.
- Direct adult supervision required.
- Same room adult supervision required.
- Use permitted after completion of orientation; same room adult supervision required.
10. Animals are not permitted in the facility with the exception of licensed guide/medical dogs.
11. University activities, Recreation and Wellness programming, and/or contracted events may restrict facility access.

GENERAL FACILITY POLICIES

The following general policies pertain to the Student Recreation Center (SRC), Perry Field House (PFH), and outdoor recreation spaces.
1. Behavior detracting from the enjoyment or safety of others is prohibited (i.e. aggressive/disruptive play, use of abusive/profane language, etc.); Recreation and Wellness staff reserve the right to refuse admittance or to request individuals to leave the facility.
2. Smoking, use of smokeless tobacco, use of e-cigarettes, use of vaping devices, and possession/consumption of alcoholic beverages or other drugs (except as prescribed by a physician) is prohibited at all Recreation and Wellness facilities, programs, and events. Smoking is only permitted in University designated smoking areas.
3. Participants are required to wear appropriate athletic attire covering the mid-section, back, and sides (i.e. t-shirts, tank tops, sweat shirts, gym shorts, leggings, sweat pants, etc.) in the following recreation spaces: Weight/Strength Area, Balcony/Cardio Area, Ab/Slam Wall/Stretching Areas, Indoor Track, Multi-Activity Court (MAC), Racquetball/Handball/Squash/Wallyball Courts, Climbing Wall, Falcon Fitness Studios, Functional Training Zone, and PFH Turf Room. Jeans, cargo shorts, khakis, and other street clothing are prohibited. See Aquatics for pool attire policies.
4. Non-marking, closed toed, athletic shoes are required in all recreation spaces with the exception of the following: Andrews Pool, Cooper Pool, hot tub, saunas, Outdoor Courtyard, and specific Falcon Fitness classes.
5. Patrons are responsible for wearing appropriate protective gear during sporting activities.
6. Storage of personal belongings at SRC staffed locations is prohibited.
7. All lost and found items are initially held at the SRC Welcome Desk, PFH Welcome Desk, or Forrest Creason Golf Course Club House. Clothing and smaller items are held for two weeks and then donated. Items of a personal nature (i.e. undergarments, socks, toiletries, etc.) are discarded. Lost BGSU IDs are submitted to the campus ID office. Wallets, driver’s licenses, and medications are stored in the facility safe and turned over to campus police.
8. Personal training activities are only permitted by authorized BGSU Recreation and Wellness personal trainers and instructors.
9. All facilities and equipment must be used for their intended purpose. Modification of facilities and/or equipment and netting beyond its designed purpose is only permitted with SRC staff approval.
10. All equipment must remain within the facility and be returned to the permanent storage location concluding use.
11. Only staff are permitted to set up/take down/adjust any volleyball, tennis, badminton, basketball nets, or other equipment.
12. Only water and sports drinks in sealed plastic containers are permitted throughout the SRC and PFH. The following items are only permitted in the SRC lounges and PFH lobby, or with staff approval: glass containers, food, gum, sunflower seeds, candy, etc.
13. Limited food/beverage items may be purchased at vending locations and at the SRC Welcome Desk. Vending machine refunds are only available at the Bowen-Thompson Student Union first floor Information Center at 419.372.2741.
14. Use of roller blades, skateboards, scooters, bicycles, etc., is prohibited in the facility.
15. Strollers are only permitted in SRC and PFH general facility spaces; strollers are prohibited in recreation spaces (i.e. Activity Courts, Indoor Track, Weight/Strength Area, Balcony/Cardio Area, etc.).
16. Speakers and other sound systems are not permitted except when used with headphones or approved by staff.
17. Use of recording devices (i.e. still cameras; video cameras; cell phone photography, video, or audio recording functions; etc.) requires approval of on duty SRC staff. Use of recording devices is prohibited in locker rooms and bathrooms.
18. Cell phones are permitted unless deemed an issue of patron safety, noise, or privacy.
19. Tape/marking on floors or walls, etc. are only permitted with staff approval.
20. Signs/banners are only permitted with staff approval.
1. Enter and exit the SRC using designated entrances only (Main Entrance located on Ridge Road and Secondary Entrance located adjacent to Lot X/Mercer Road). Other entrances/exits are for emergency use only.

2. The SRC designated entrances/exits are universally accessible. Every floor contains universally accessible bathrooms and drinking fountains. Individuals with special physical needs may request additional assistance at the SRC Welcome Desk or by calling 419.372.2000.

3. All patrons must leave the facility at the scheduled facility closing time. Patrons are alerted every 15 minutes for 1 hour in advance of the scheduled closing time.

4. Personal belongings may not be stored on or near equipment. Secured wallet/cell phone lockers are located on the Entry Level and day/rental lockers are located in main locker rooms, in the Pools Hallway on Lower Level I, and in the family changing rooms on Lower Levels I and II. Unsecured cubbies are located throughout the facility.

5. Sports equipment (i.e. basketballs, soccer balls, volleyballs, rackets, jump ropes, resistance bands, etc.) is available at the SRC Welcome Desk to check out for same day use by presenting University issued credentials or a valid biometric finger vein scan. Individuals checking out equipment are held responsible and must pay for equipment that is lost, stolen, or damaged. Racquetballs, squash balls, table tennis balls, and handballs are available for purchase.

6. Outdoor sport play is prohibited in the SRC including baseball, softball, football, rugby, lacrosse, Frisbee, etc. Space is available in the Perry Field House for other outdoor sports; specific permission may be necessary.

7. Prior staff approval is required before conducting the following activities: martial arts weapons and/or sparring (i.e. boxing, martial arts, wrestling/grappling), floor hockey, inline hockey, and scuba diving.

8. Hanging on rims/nets and slapping backboards is prohibited. Serious or repeat offenders may be asked to leave the facility and face suspension of building privileges.

9. Spitting is prohibited inside the facility.

**Locker Rooms**

1. Recreation and Wellness is not responsible for loss or theft of personal belongings. It is recommended that patrons do not leave valuable belongings in any lockers. In the case of lost or stolen belongings, patrons are encouraged to immediately complete an Incident Report Form at the SRC Welcome Desk and report the incident to the BGSU Police at 419.372.2346.

2. A limited number of day lockers are available for daily use free of charge. Patrons are responsible for providing a lock and towel(s).

3. Patrons requiring universally accessible day lockers are issued a day use key from the SRC Welcome Desk for specifically designated lockers. A $20 service charge is assessed for a lost or damaged key.

4. Patrons are encouraged to verify a day locker is completely empty prior to utilizing.

5. In the event belongings are left unsecured in a day locker, and the locker is subsequently used by another patron, the SRC is not responsible for retrieving belongings for the first patron before building closing time.

6. Day lockers must be emptied by closing each evening. Contents left in a day locker overnight are removed and a $10 service charge is assessed to retrieve personal belongings.

7. A limited number of half and full size lockers in general locker rooms and full size lockers in private locker rooms can be rented at any time on a semester or yearly basis. Locker rentals are non-transferable and only refundable with staff approval.

8. Patrons requiring universally accessible rental lockers are issued a key from the SRC Welcome Desk for use throughout the rental period. A $20 service charge is assessed for a lost or damaged key.

9. Access to private locker rooms is only granted to patrons holding private locker memberships. All other patrons are prohibited from using the private locker rooms.

10. Towel exchange service is only included with private locker rentals. Towels are available for sale at the SRC Welcome Desk: $4.99 + tax.

11. Patrons are responsible for monitoring locker membership expiration. Locker memberships can be discontinued or renewed at the conclusion of the locker rental period.

12. All locker membership renewals must be completed in person at the SRC Welcome Desk.

13. To discontinue a locker membership, remove all personal belongings and secure the combination lock to the locker door latch, or return universally accessible locker key to the SRC Welcome Desk.
14. If a rental locker is not emptied by the last day of the rental period, all contents are removed and a $10 service charge is assessed to retrieve personal belongings. Items removed from lockers are stored for 30 days and then donated.

15. Running and rough play is prohibited in the locker rooms and Pools Hallway.

**Saunas**

1. Patrons must be 13 years of age or older to enter and use the saunas. Same room adult supervision is required for all patrons ages 13-15 (see the Facility Open Recreation Space Age Requirements chart).

2. Patrons are advised to consult a physician before use.

3. Use of sauna is not recommended for the following users without prior medical consultation and doctor(s) permission: pregnant women, elderly patrons, and patrons with medical conditions including but not limited to heart disease, diabetes, and high/low blood pressure.

4. Use is prohibited while under the influence of alcohol, tranquilizers, or other drugs that cause drowsiness or that raise/lower blood pressure.

5. Shower before entering.

6. Heat to a maximum temperature of 180 degrees Fahrenheit/82 degrees Celsius.

7. Limit exposure to 30 minutes at one time; a cool down period is recommended prior to returning.

8. Maximum of 10 people permitted at one time.


10. Cover bench with a towel or cloth prior to sitting.

11. Physical activity or exercise is prohibited in the sauna.

12. Spitting is prohibited in the sauna.

13. Electronic devices (i.e. cell phones, tablets, laptops, etc.), plastic bottles, and paper products (i.e. magazines, books, etc.) are prohibited in the sauna.

**Weight/Strength Area**

1. Patrons must be 16 years of age or older to enter and use the Weight/Strength Area. Children ages 14-15 are permitted access upon completion of orientation; same room adult supervision is required (see the Facility Open Recreation Space Age Requirements chart).

2. Participants are required to wear appropriate athletic attire covering the mid-section, back, and sides (i.e. t-shirts, tank tops, sweat shirts, gym shorts, leggings, sweat pants, etc.). Jeans, cargo shorts, khakis, and other street clothing are prohibited.

3. Equipment must remain within the Weight/Strength Area.

4. Weight clips are recommended on all barbell and curl bar exercises.

5. The use of a spotter while weight training is recommended.

6. Propping weights against walls, mirrors, etc. is prohibited.

7. Slamming or dropping weights is prohibited.

8. Profanity, disruptive behavior, and grunting and/or screaming are not permitted.

9. Re-rack dumbbells and weight plates immediately after use.

10. Return space to original condition before exiting (i.e. re-rack dumbbells and return exercise accessories such as kettle bells, resistance bands, abdominal mats, etc. after use).

11. Compressed chalk is permitted, loose chalk is prohibited. Clean up chalk residue after use.

12. Wipe down all equipment surfaces (i.e. handles, upholstery, mats, etc.) with SRC provided disinfectant immediately after use.

13. Standing, sitting, or placing personal items on the window ledge is prohibited.

14. Personal training activities are only permitted by authorized BGSU Recreation and Wellness personal trainers and instructors.
**Balcony/Cardio Area**

1. Patrons must be 16 years of age or older to use equipment in the Balcony/Cardio Area. Children ages 14-15 are permitted access upon completion of orientation; same room adult supervision is required (see the *Facility Open Recreation Space Age Requirements* chart).

2. Participants are required to wear appropriate athletic attire covering the mid-section, back, and sides (i.e. t-shirts, tank tops, sweat shirts, gym shorts, leggings, sweat pants, etc.). Jeans, cargo shorts, khakis, and other street clothing are prohibited.

3. Limit workout on cardio equipment to 30 minutes (including warm-up and cool-down) when other patrons are waiting.

4. Equipment must remain within the balcony/cardio area.

5. Blocking corridors is not permitted; maintain a 36 inch (91 centimeter) clearance at all times.

6. Return space to original condition before exiting (i.e. re-rack dumbbells and return exercise accessories such as kettle bells, resistance bands, abdominal mats, etc. after use).

7. Wipe down all equipment surfaces (i.e. handles, upholstery, mats, etc.) with SRC provided disinfectant immediately after use.

8. Transferring items between the Balcony and Main Level is prohibited.

9. Personal training activities are only permitted by authorized BGSU Recreation and Wellness personal trainers and instructors.

**Ab/Stretching/Slam Wall Areas**

1. Patrons must be 16 years of age or older to use the Ab/Stretching and Slam Wall training areas and equipment. Children ages 14-15 are permitted access upon completion of orientation; same room adult supervision is required (see the *Facility Open Recreation Space Age Requirements* chart).

2. Participants are required to wear appropriate athletic attire covering the mid-section, back, and sides (i.e. t-shirts, tank tops, sweat shirts, gym shorts, leggings, sweat pants, etc.). Jeans, cargo shorts, khakis, and other street clothing are prohibited.

3. Use of equipment on any wall surface (other than the Slam Wall) is prohibited.

4. Blocking corridors is not permitted; maintain a 36 inch (91 centimeter) clearance at all times.

5. Return space to original condition before exiting (i.e. re-rack dumbbells and return exercise accessories such as kettle bells, resistance bands, abdominal mats, etc. after use).

6. Wipe down all equipment surfaces (i.e. handles, upholstery, mats, etc.) with SRC provided disinfectant immediately after use.

7. Personal training activities are only permitted by authorized BGSU Recreation and Wellness personal trainers and instructors.

**Indoor Track**

1. Patrons must be 11 years of age or older to enter and use the Indoor Track. Direct adult supervision is required for children 11-12 years of age; same room adult supervision is required for children 13-15 years of age (see the *Facility Open Recreation Space Age Requirements* chart).

2. Adhere to lane designation and direction signage.

3. Avoid walking side by side or in groups when the track is busy.

4. Spitting on the track is prohibited.

5. Spectating court activities from the track is prohibited.

6. Transferring items between the track and courts is prohibited.

**Multi-Activity Court (MAC)**

1. Direct adult supervision is required for children under age 13; same room supervision is required for children 13-15 years of age (see the *Facility Open Recreation Space Age Requirements* chart).

2. Court schedule is subject to change.

3. Activity monitoring is the responsibility of patrons.

4. Soccer games may be played for 20 minutes maximum if other patrons are waiting.

5. Winning teams may stay on the court for no more than two consecutive games.
6. Use for structured practices is only permitted with professional staff approval.
7. Aggressive or disruptive play is prohibited; SRC staff reserve the right to end the game.
8. Sitting on the dasher boards is prohibited.
9. Soccer, volleyball, tennis, and badminton are permitted on the MAC; other outdoor sports are prohibited.
10. Spectators are only permitted to view activity from designated areas; viewing activity from the Indoor Track and along the sideline of Court 3 is prohibited.
11. Reservations are accepted in person at the SRC Welcome Desk or by phone.
12. SRC membership required to reserve court space; one-hour reservation limit per member.
13. Reservations for tennis and volleyball require a minimum of 2 and a maximum of 24 hours advance notice.
14. Reservations for badminton and soccer are not accepted.
15. Reservations are required to begin at the top of the hour.
16. All reservations include adequate transition time at the end of the reserved session to permit “Reservation A” to breakdown/clean up/depart activity space while “Reservation B” sets up to begin activity at the start of contracted time. Groups are not permitted to enter the activity space prior to the transition period.
17. A 10-minute courtesy hold on reservations is enforced; if participants are not on the court within this time frame, the reservation is void and the space becomes available for informal recreation.

**Racquetball/Handball/Squash/Wallyball Courts**

1. Patrons must be 5 years of age or older to use the Racquetball, Handball, Squash, and Wallyball Courts. Direct adult supervision is required for children 5-12 years of age; same room adult supervision is required for children 13-15 years of age (see the Facility Open Recreation Space Age Requirements chart).
2. Court use is restricted to designated sports and activities (i.e. racquetball, handball, squash, wallyball, etc.).
3. Transferring items between Lower Level I openings and courts is prohibited.
4. Reservations are accepted in person at the SRC Welcome Desk or by phone; an active SRC membership is required to reserve court space.
5. Reservations require a minimum of 2 and a maximum of 24 hours advance notice; one-hour reservation limit per member.
6. A 10-minute courtesy hold on reservations is enforced; if participants are not on the court within this time frame, the reservation is void and the space becomes available for general recreation.

**Outdoor Courtyard**

1. Direct adult supervision is required for children under age 13; same area supervision is required for children 13-15 years of age (see the Facility Open Recreation Space Age Requirements chart).
2. Use is permitted on a first-come first-served basis only during Andrews Pool operating hours; rental requests are accepted at other times.
3. Closed during threatening or severe weather.
4. Regular entry/exit only through Andrews Pool doors; pool doors must remain closed at all times. Entry/exit is only permitted through outdoor gates with staff approval.
5. Attempting or aiding unauthorized access to the Courtyard/Andrews Pool is prohibited (i.e. climbing the fence); violations result in revocation of facility use privileges and disciplinary actions including but not limited to referral to the BGSU Police and/or the Dean of Students. Exterior assistance is required to retrieve balls/items landing outside the fence.
6. No animals are permitted in the facility except for licensed guide/medical dogs, etc.
7. Glass containers, tobacco, smokeless tobacco, e-cigarettes, vaping devices, and alcohol are prohibited.
8. Patrons may bring in personal food/drinks.
9. Group meals/parties require submission and approval of a rental request.
10. Return space to original condition before exiting (i.e. place all trash/recycling in appropriate receptacles).
11. Speakers and other sound systems are not permitted except when used with headphones or approved by staff.
12. Proper footwear is recommended at all times outside the sand volleyball court.
13. Sand volleyball games may be played for 20 minutes maximum if other patrons are waiting.
14. Winning teams may stay on the court for no more than two consecutive games.
15. Sand volleyballs may be checked out at the SRC Welcome Desk by presenting University issued credentials (BGSU ID, SRC Membership key fob) or biometric finger vein scan.
16. Behavior detracting from the enjoyment or safety of others is prohibited (i.e. aggressive or disruptive play, running, skateboarding, roller blading, Frisbee, etc.). Staff reserve the right to request individuals to leave the facility.
17. Patron supplied portable gas grills may be utilized with staff approval; charcoal grills are not permitted.
18. Remove sand/grass from clothing/bodies before re-entering Andrews Pool; use water hose or foot-washing station attached to drinking fountain located in Outdoor Courtyard as needed.

AQUATICS

1. Enter the water only when a SRC Lifeguard is on duty.
2. Adhere to all rules and regulations. SRC Lifeguards enforce all rules and regulations and reserve the right to remove anyone for unsafe or inappropriate behavior.
3. Children 10 years of age and under require direct and constant adult supervision.
4. SRC Lifeguards reserve the right to require a parent or guardian to be in the water with children whom the lifeguard deems weak or non-swimmers.
5. Life jackets must be US Coast Guard Approved and can be worn in both Andrews and Cooper Pools.
6. Chair lifts to access the pools and hot tub are available upon request of aquatic staff.
7. Diving from the pool side is permitted only in water at a depth of 12 feet or more.
8. Swimming over or hanging on lane markers is prohibited.
9. Kick boards, pull buoys, and swim noodles are permitted; SRC Lifeguards reserve the right to restrict use based on pool load and improper utilization.
10. Users are responsible for returning SRC pool equipment after use.
11. Only water and sports drinks in sealed plastic containers are permitted on the pool deck. Glass containers, food, and gum are prohibited in the aquatics facilities.

Health and Safety

1. Hyperventilating and extended breath holding activities are prohibited in the pools/hot tub.
2. Shower prior to entering the pools/hot tub.
3. Anyone who currently has or has had diarrhea in the past two weeks are prohibited from using the pools/hot tub.
4. Patrons with skin diseases, skin infections, open sores, cuts, etc. are prohibited from using the pools/hot tub.
5. Any type of bandage including Band-Aids must be removed prior to entering the pools/hot tub. Adhesive tape is permitted in the pools with staff approval.
6. Spitting, spouting of water, blowing the nose, and similar behavior in the pools/hot tub is prohibited.
7. Running on deck and rough play is prohibited in the pools/hot tub, pool decks, diving boards, and platforms.
8. Appropriate swim wear that is clean and designed for swimming is required in the pools/hot tub at all times; street clothes, athletic attire, compression shorts, underwear, thongs, and see-through swim wear, are prohibited.
9. Swim diapers are required for diaper aged children; regular diapers are prohibited.
10. Diaper changing is restricted to locker rooms and restrooms.
**Andrews Pool**

1. Direct and constant adult supervision is required for children 5-10 years of age; same room adult supervision is required for children 11-15 years of age (see the Facility Open Recreation Space Age Requirements chart).

2. Personal flotation devices, “floaties,” and other flotation devices are only permitted in Andrews Pool under the condition that children are under direct, in water, adult supervision (adult must be in water with child at ALL times).

3. Indoor pool furniture must remain inside; not permitted in the Outdoor Courtyard.

**Cooper Pool**

1. Patrons must be 5 years of age or older to use Cooper Pool. Direct and constant adult supervision is required for children 5-10 years of age; same room adult supervision is required for children 11-15 years of age (see the Facility Open Recreation Space Age Requirements chart).

2. Flotation devices and small toys are prohibited in Cooper Pool.

3. SRC Lifeguards reserve the right to test patrons swimming in water at a depth of 4 feet or more, for their own safety. Patrons must demonstrate that they are able to swim 15 meters unassisted.

4. Only SRC staff, approved coaches, and swim meet personnel are permitted on the bulkhead.

5. Swimming underneath the bulkhead is prohibited.

6. Lap swim in designated lanes only.

7. Exclusive lane use is not guaranteed; claiming lanes by placing belongings or hovering at the pool edge is prohibited.

8. Lanes may be shared between two swimmers by splitting (each swimmer on one side) or by two or more swimmers by circle swimming (each swims to one side and back on the other) in a counter clockwise manner. It is recommended that swimmers of similar skill levels/speed share lanes when space permits.

9. Execute lap swimming passes only at the wall; avoid passing in the middle of the lane.

10. Patrons requiring universally accessible spectator seating are granted priority use in designated locations.

**Hot Tub**

1. Patrons must be 13 years of age or older to use the hot tub; same room adult supervision is required for children 15 years of age or younger (see the Facility Open Recreation Space Age Requirements chart).

2. Use the hot tub only when an SRC Lifeguard is on duty.

3. Capacity is limited to 12 persons.

4. Patrons are advised to consult a physician before use.

5. Use of hot tub is not recommended for the following users without prior medical consultation and doctor’s permission: pregnant women, elderly patrons, and patrons with medical conditions including but not limited to heart disease, diabetes, and high/low blood pressure.

6. Use is prohibited while under the influence of alcohol, tranquilizers, or other drugs that cause drowsiness or that raise/lower blood pressure.

7. Limit exposure to 10-15 minutes at one time; a cool down period is recommended prior to returning.

**Diving Boards and Platforms**

1. Use of diving boards and platforms is only permitted with SRC staff approval.

2. Only one person is permitted on a diving board at a time.

3. Dive straight from the end of the board.

4. Swim out of the area immediately after diving.

5. Swimming underneath the diving boards is prohibited.

6. Only one bounce per dive or jump is permitted.

7. Hanging on the diving boards is prohibited.
8. All dives must be in forward motion, with the exception of dives executed by the dive team while under the direct supervision of the dive coach.

9. Patrons are not permitted on the 5- or 7.5-meter platforms during recreation swim unless authorized by professional staff.

10. Dives from the 1- and 3-meter boards may only be performed from the end of the boards. Dive straight out (no cartwheels, sitting dives, hand stands, reverse dives, inward dives, etc.).

11. The area under the 1- and 3-meter boards is a “diving only” area. Lap swimming is not permitted in the diving area unless the 3-meter boards are closed.

12. Only four people are allowed on the 3-meter springboard platform at a time. All other patrons must wait on the deck (not on the ladder) until the person ahead of them completes their dive.

13. Only one person is permitted on each of the 1-meter diving boards and ladders at a time.

14. Throwing objects to a person diving off any of the diving boards is prohibited.

15. Goggles and eyewear are prohibited during dives.

**Starting Blocks**

1. Use by the general public is prohibited.
2. Usage by competitive swimmers is only permitted under direct supervision of an authorized coach or instructor.

**Water Basketball**

1. Water basketball units are permitted only at the pool edge.
2. Play must not interfere with lap swimming or general pool use.
3. Play area is restricted to a 20-foot range from water basketball unit.
4. Patrons are prohibited from throwing water basketballs across the pool.
5. Hanging on rims, dunking, and shooting from the pool deck are prohibited.
6. Aggressive or disruptive play is prohibited; SRC staff reserve the right to end the activity.

**Water Polo**

1. Water polo play and equipment are only permitted in Cooper Pool.
2. Water polo play or use of water polo balls is only permitted during contracted times.
3. Hanging on goals is prohibited.

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**CLIMBING WALL**

1. Belayers are required to pass a skills test and be re-approved by Recreation and Wellness staff annually.
2. Participants are required to adhere to all climbing wall rules and regulations and are required to sign the BGSU Adult Climbing Wall Release prior to climbing.
3. A parent/legal guardian is required to read and sign the BGSU Minor Climbing Wall Release for all children under age 18.
4. Direct adult supervision is required for children under age 13; same room supervision is required for children 13-15 years of age (see the Facility Open Recreation Space Age Requirements chart).
5. Use is permitted only when a climbing wall attendant is present.
6. Swipe-in/validate at Climbing Wall Reception Area prior to facility use.
7. Only SRC staff are permitted behind Climbing Wall Reception Desk.
8. Loose chalk in chalk bags is prohibited; chalk socks only.
9. It is recommended that climbers remove jewelry, tuck in loose clothing, and wear safety straps on glasses.
10. Immediately report accidents and safety issues to an on-duty climbing wall attendant (i.e. loose holds, missing tape, damaged equipment, etc.).

11. The first person to start a route has the right of way with top ropers first.

12. While lowering top ropers, boulderers have right of way to finish.

13. Utilize crash pads for official Climbing Wall activity purposes only.

14. The climbing area must remain clear of all gear, chalk bags, and other objects.

15. Dangerous or unsafe behavior results in suspension or removal of climbing privileges.

16. Participants are responsible for returning all SRC climbing equipment after use.

**Bouldering**

1. Boulderers have the right of way until finished.

2. Patron’s head is prohibited from passing the brown 11-foot line.

3. A spotter is required during challenging moves.

4. Bouldering under or over climbers is prohibited.

**Top Roping**

1. Use proper climbing equipment at all times. The SRC provides all necessary equipment. Personal equipment must be approved by a climbing wall attendant prior to use.

2. Belayers are required to use a SRC belay device, carabiner, and rope; personal belay equipment is prohibited.

3. Ensure proper functionality of all equipment prior to climbing (harness, knots, and belay devices).

4. All climbers must be belayed by SRC staff or individuals with BGSU belay training.

5. Belayer must be anchored into red floor anchors.

6. Brake hand must remain on the rope at all times.

7. Use active belay commands.

8. Climbers are only permitted to climb at the speed of belayer’s ability to keep the belay rope secure; belayers are responsible for informing climbers to slow down.

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**FALCON FITNESS**

**Group Exercise**

1. Purchase of a Group Exercise Pass and completion of the Group Exercise Consent and Liability Waiver is required for participation; all Group Exercise Passes are non-transferable. Refer to Refund Policies for additional information.

2. Participants must be at least 14 years of age or older to purchase a Group Exercise Pass. Children ages 14-15 must be accompanied in class by a parent/guardian Group Exercise passholder.

3. University issued credentials (BGSU ID, SRC Membership key fob) or biometric finger vein scan must be presented at the start of each class.

4. Programs may be strenuous; it is recommended that participants consult a physician to determine fitness level before beginning any Group Exercise program.

5. Participants are required to wear appropriate athletic attire covering the mid-section, back, and sides (i.e. t-shirts, tank tops, sweat shirts, gym shorts, leggings, sweat pants, etc.). Jeans, cargo shorts, khakis, and other street clothing are prohibited.

6. Non-marking, closed toed, athletic shoes are required except in specific Falcon Fitness classes.

7. Participation is first-come, first-served. Instructors reserve the right to determine class minimums and maximums based on equipment and facility space.

8. Class schedules are subject to change or cancellation.

9. It is recommended for safety reasons that participants attend entire class for appropriate warm-up and cool down.
10. Water in a closed plastic container is the only beverage permitted in the Falcon Fitness studios.

11. Equipment utilized during class must remain in the Falcon Fitness studios; return equipment to designated storage location at the conclusion of class.

**Personal Training**

1. Purchase of a Personal Training Package and completion of the Personal Training Consultation Form and Consent and Liability Waiver is required for participation; all Personal Training Packages expire one year after purchase date; all Personal Training Packages are non-transferable. Refer to *Refund Policies* for additional information.

2. Participants must be at least 14 years of age or older to purchase a Personal Training Package. Children ages 14-15 must be accompanied during sessions by a parent/guardian passholder.

3. Clients are assigned a trainer after all paperwork has been evaluated. If necessary, Recreation and Wellness reserves the right to request a Physician’s Clearance Form.

4. Sessions that begin late end as scheduled; arrival 30+ minutes late results in forfeit of session without refund.

5. Client-requested schedule changes or cancellations require 24-hour advance notice from client to trainer. Failure to do so results in forfeit of session without refund.

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**INTRAMURAL SPORTS (IM)**

1. Purchase of an Intramural Sport Pass and completion of an Agreement to Participate Form is required for participation; all Intramural Sport Passes are non-transferable. Refer to *Refund Policies* for additional information.

2. Participants are required to adhere to all BGSU IM rules and regulations.

3. Participants must be enrolled at BGSU (undergraduate or graduate) and paying the University general fee; BGSU faculty and staff may participate.

4. Each participant is required to present an accurate and valid BGSU photo ID prior to play.

5. Consult with IM and/or facility staff if injured during IM play to receive first aid and complete an accident report while on site.

6. Staff reserve the right to cancel scheduled games based on current facility playing conditions, weather forecasts, safety and comfort of players and workers, and preservation of facilities for future use.

7. Participants are responsible for sports equipment provided by the IM Office; all personal equipment and uniforms used in the IM program must meet the rules and regulations governing each sport.

8. Metal/screw in spikes and five-finger shoes are prohibited in IM play.

9. Sportsmanship standards are in place to assist staff and participants in determining what actions and behaviors are deemed acceptable, unacceptable, and season-ending. Eligibility for continued IM play is subject to these standards, which are measured during each contest.

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**SPORT CLUBS**

1. Completion of a sport specific release form and acknowledgment of the BGSU Code of Student Conduct is required prior to participation.

2. Existing sport clubs or student organizations may not be duplicated.

3. The Sport Clubs Office reserves the right to refuse recognition to any clubs requiring extensive University resources and/or clubs involving high liability or risk factors which cannot be reasonably overseen by the club and the Sport Clubs Office and staff.

4. All sport clubs must have and maintain a minimum membership of 10 students.

5. Undergraduate members must maintain nine credit hours per semester with the exception of graduating seniors who must maintain one credit hour during their final semester.

6. Graduate student members must maintain full-time status each semester to be eligible to participate.

7. All officers must maintain an overall minimum GPA of 2.25 and be in good discipline standing (not on University probation, etc.).

8. Faculty/staff, alumni, and community members are not eligible for sport club membership, participation, or funding, but may serve as
advisors, coaches, and supporters.

9. Sport club presidents must fulfill all responsibilities outlined in the Sport Club Handbook; failure to comply results in notification of the club advisor and the Office of Campus Activities.

10. A minimum of one trip leader is required to accompany all clubs on every away trip. Any individual 18 years of age or older, who is currently enrolled in, or employed by BGSU, or listed as a coach or advisor, is eligible for the position.

11. Release forms and emergency medical information forms must be on file in advance of travel 30 miles or more from BGSU.

12. All sport clubs are required to have a safety officer.

13. It is the responsibility of each sport club to secure the services of a coach if so desired. All coaches must be approved by the Coordinator of Competitive Sports, who may also dismiss a coach if necessary.

14. Sport club members must function in accordance with the Sport Clubs Handbook, their Club Constitution, and the BGSU Code of Student Conduct. Teams/individual members may face disciplinary action for inappropriate behavior (i.e. hazing, stealing money or equipment from club, physical abuse, violation of policies at other schools, etc.) while representing BGSU Sport Clubs. Disciplinary action may result in revocation of recognition as a Sport Club and additional disciplinary action may be deemed appropriate by the Coordinator of Competitive Sports, the Office of Campus Involvement, and/or the Student IM/SC Discipline Program Staff. Individuals will be deemed ineligible from further participation for a period of time as deemed appropriate by the Coordinator of Competitive Sports and/or the Office of the Dean of Students.

15. When an injury occurs during any club practice/event an injury/accident report form must be fully completed and submitted to the Sport Clubs Office within 48 hours for weekday events, or by Monday morning for weekend events. When an event is hosted by a BGSU sport club, a form must be completed for any person injured, not just BGSU players.

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**PERRY FIELD HOUSE (PFH)**

1. All individuals entering the PFH for usage must be active SRC Members, approved guests, rental group participants, or purchase a Day Pass.

2. Patron parking is available in the front parking lot. The rear lot is for PFH/Recreation and Wellness professional staff only.

3. Enter and exit the PFH through the Main Entrance only. Other entrances/exits are for emergency use only.

4. The PFH Main Entrance is universally accessible. The facility contains universally accessible bathrooms and drinking fountains. Individuals with special physical needs may request additional assistance at the PFH Welcome Desk or by calling 419.372.9900.

5. Participants 10 years of age and younger are only permitted during private rentals, or when usage is low enough to ensure safe participation; direct adult supervision is required (see the Facility Open Recreation Space Age Requirements chart).

6. Use of space during drop-in recreation time is on a first-come, first-served basis.

7. A limited number of lockers are available in the PFH locker rooms. PFH users must bring their own locks and towels. Lockers must be cleared daily. A $5.00 fine is charged for removal of a lock and/or personal belongings from a locker used overnight. Recreation and Wellness does not reimburse or replace cut locks. There is no storage of personal belongings at the PFH Welcome Desk.

8. Clean shoes must be worn in the facility; individuals attempting to enter with muddy shoes are not admitted.

9. Non-marking athletic shoes are required in activity spaces.

10. Joint or body braces/casts with exposed hard surfaces must be sufficiently covered with a soft material during play.

11. Sports equipment such as basketballs, soccer balls, volleyballs, footballs, baseballs, softballs, tennis balls, kick balls, Frisbees, bases, cones, etc. are available at the PFH Welcome Desk to check out for same day use by presenting University issued credentials or valid biometric finger vein scan. Individuals checking out equipment are held responsible and must pay for equipment that is lost, stolen, or damaged.

12. Specific BGSU Intercollegiate Athletic Department owned equipment (track/field, football, baseball, etc.) is only accessible with contracted permission.

13. Batting, punting, kicking, or improperly throwing balls and other equipment in the vicinity of others, or at walls, windows, and ceilings is prohibited. Any damages incurred result in fee assessment of repair charges.

14. Spitting is only permitted in appropriate receptacles located throughout the building; spitting on the floor of the Track or Turf Rooms is prohibited.
Track Room
1. Spikes are only permitted on the running track during practices or meets. Spikes must be 1/4 inch pyramid ("cone shape"); all other spikes are prohibited.
2. Track Room users must yield to track activity at all times.
3. Hanging on rims/nets and slapping backboards is prohibited. Serious or repeat offenders may be asked to leave the facility and face suspension of building privileges.

Turf Room
1. Rubber and plastic cleats or turf shoes may be worn in the Turf Room; metal-cleated shoes are prohibited.
2. Covering arms and legs while playing on the FieldTurf is recommended.
3. Field goal kicking is only permitted into the Turf Room center divider net’s marked target area.
4. Punting is only permitted into a designated kicking net.
5. Turf/rubber mat squares are required for batting, pitching, and lacrosse goalie activity.
6. Batting practice (live hitting) is only permitted outside of batting cages with staff approval.
7. Softball or baseball scrimmages or contests are prohibited.
8. Sharp objects that can penetrate the surface of the FieldTurf (i.e. corner flags, tents, etc.) are prohibited.

OUTDOOR RECREATION SPACES
1. Outdoor activities are suspended when lightning occurs within 8 miles. Seek shelter in a fully-enclosed building or hard-topped vehicle; partially enclosed vending areas are NOT safe. Stay away from trees, light poles, flag poles, metal fences, bleachers, etc. Outdoor activities resume 30 minutes after last strike.
2. Fishing is permitted in the ponds adjacent to the north and west sides of the SRC; wading, swimming, boating, and ice skating are prohibited.

Intramural Fields
1. Use permitted first to contracted groups/individuals, then on a first-come first-served basis.
2. Field modification (i.e. paint on playing surfaces, etc.) is only permitted with Recreation and Wellness staff approval.
3. Digging of holes, ditches, pits, etc. is prohibited.
4. Return space to original condition before exiting (i.e. throw away all trash/recycling, etc.).
5. Individuals and groups are only permitted to sell or provide food/beverages on the premises with Recreation and Wellness staff approval.
6. Vehicles of any kind (i.e. cars, trucks, motorcycles, vending stands, etc.) are only permitted on the fields with Recreation and Wellness staff approval. Any damages incurred result in fee assessment of repair charges.
7. Vehicles are prohibited from being parked along roadways.
8. Glass bottles and containers are prohibited.
9. Possession and/or consumption of alcoholic beverages is prohibited at all outdoor facilities and fields.
10. Patrons/spectators are responsible for picking up after all pets.
11. Recreation and Wellness reserves the right to postpone or cancel scheduled activities due to weather and turf conditions.

Mud Pits
1. Use is only permitted to contracted groups/individuals.
2. Rental groups are responsible for arranging water permits through the Bowling Green Fire Department and ground preparation through Campus Operations.
3. Patrons are not permitted to clean mud from clothing, equipment, or selves in the PFH; an outdoor hose provided upon request.
4. Patrons are responsible for all clean up; defacing or damaging vehicles and facility property may result in disciplinary actions and/or fee assessment.

FORREST CREASON GOLF COURSE

1. Participation at the Forrest Creason Golf Course is at the user’s own risk.
2. All patrons are required to maintain an active Forrest Creason Golf Course Membership or pay a daily greens fee at the Pro Shop. Members may choose to use either University issued credentials (BGSU ID, Forrest Creason Golf Course membership key fob) or register their biometric finger vein scan for subsequent play. Golf Course Memberships are non-transferable. Refer to Refund Policies for additional information.
3. Golfers with disabilities are not required to enter the Forrest Creason Golf Course club house in order to access the services available at the building. Forrest Creason Golf Course staff can be reached by using the intercom system located outside the Club House or by calling 419.372.2674.
4. BGSU students and affiliates must present a current BGSU ID for reduced rates.
5. All golfers including members must pay entry fees for tournaments and special events.
6. Children 10 years of age and under require direct and constant adult supervision.
7. No animals are permitted in the facility except for licensed guide/medical dogs, etc.
8. Appropriate golf attire is required at all times.
9. Use of the course and grounds for purposes other than play is prohibited.
10. Patrons are responsible for all damage or injury caused by their activity. In the event a ball is hit in a direction where there is a danger of hitting someone, warning others is recommended (i.e. yelling “fore”).
11. Remain vigilant and aware of the potential for errant golf balls at all times.
12. Behavior detracting from the enjoyment or safety of others prohibited (i.e. aggressive, disruptive play, etc.). Forrest Creason Golf Course staff reserve the right to refuse admittance or to request individuals to leave the facility.
13. Staff reserve the right to close the course/driving range for tournaments and special events.
14. Play is suspended when lightning occurs within 8 miles. Seek shelter in a fully-enclosed building or hard-topped vehicle; partially enclosed vending areas are NOT safe. Stay away from trees, light poles, flag poles, metal fences, bleachers, etc. Play resumes 30 minutes after last strike.
15. Golf clubs are available at the Pro Shop to rent for same day use by presenting University issued credentials, valid biometric finger vein scan, or valid driver’s license. Patrons must be 18 years of age or older to rent golf clubs. Individuals renting golf clubs are held responsible and must pay for golf clubs that are lost, stolen, or damaged.
16. Coolers are not permitted on the premises. Drinking fountains are available throughout the course.
17. Upon payment of greens fees, disabled patrons are entitled to receive two free bottles of drinking water.
18. Limited food/beverage items may be purchased at the Pro Shop. All alcoholic beverages must be purchased on the premises.
19. Smoking is only permitted in designated smoking area (parking lot).
20. Restroom use is only permitted in designated facilities (Club House, universally accessible portable unit in the vicinity of holes 7, 14, and 15).
21. Forrest Creason Golf Course has accessible parking. Responses to reasonable parking requests are provided on a temporary and as needed basis, and are subject to the general use of the parking lot at Forrest Creason Golf Course.
22. Swimming and wading is prohibited in facility ponds. Fishing is permitted only in designated areas. Boating is permitted only with staff approval.

Golf Course

1. Tee times may only be booked a maximum of seven days in advance.
2. Fivesomes are not permitted without prior staff approval.
3. Maintain a safe playing distance (at least 100 yards farther than can be hit with the golf club at hand) between players/groups.
4. Sharing of clubs is prohibited.
5. Rake traps, replace divots, and repair ball marks.

**Golf Cart**

1. To rent/operate a Forrest Creason Golf Course golf cart all users must be at least 16 years of age, possess a valid driver’s license, and sign the Forrest Creason Golf Course rental agreement.
2. Patrons are permitted to provide their own cart. A cart access fee (equivalent to cart rental rate) applies.
3. 72-hour notice is required to rent the Forrest Creason Golf Course adaptive cart modified for accessibility needs. Reservations are given priority in the order received.
4. Patrons providing their own adaptive carts are encouraged to confirm that course conditions are suitable for adaptive cart use in advance.
5. Golf cart use is at the user’s own risk; BGSU is not responsible for injuries resulting from improper use of carts (i.e. driving in unmowed grass, tall grass, steep slopes, reckless driving, etc.).
6. Cart operators are held responsible and must pay for damages sustained during use or while in possession.
7. Carts must remain on course grounds; carts are not permitted on the driving range.
8. Keep all carts 30 feet from greens and tees. Adaptive carts are permitted on the greens.
9. Forrest Creason Golf Course reserves the right to restrict cart usage due to weather or maintenance-related conditions.
10. Two rider limit per cart.
11. Keep hands, arms, and feet in cart at all times.
12. No standing in cart during operation.
13. Driving while impaired is prohibited.

**Driving Range**

1. Access is permitted only during posted hours.
2. Patrons must purchase range balls at the Pro Shop or Range Servant Ball Dispenser.
3. Crossing the teeing ground is prohibited.

**FootGolf**

1. FootGolf is available as a contracted special event and for open play during designated times.
2. Payment is required at the Pro Shop prior to play.
3. BGSU students and affiliates must present a current BGSU ID for reduced rates.
4. Appropriate athletic attire and footwear are required.

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**FACILITY GROUP USE AND RENTALS**

1. Rental request forms are available online at the following locations:
   - SRC Facility Rentals: www.bgsu.edu/recwell/student-recreation-center/facility-rental
   - PFH Facility Rentals: www.bgsu.edu/recwell/perry-field-house/facility-rental
   - Forrest Creason Golf Course: www.bgsu.edu/recwell/forrest-creason-golf-course/outings-leauges
   - Outdoor Recreation Spaces: www.bgsu.edu/recwell/outdoor-recreation-spaces
   - Birthday Parties: www.bgsu.edu/recwell/youth-family/birthday-parties
   - Team Building: www.bgsu.edu/recwell/outdoor-program/teambuilding
2. Rentals and events begin and end at contracted times.
3. Rental groups are responsible to clean up and exit the facility no later than the end time of a given contract.
4. All rentals include adequate transition time at the end of the rental session to permit “Renter A” to break down/clean up/depart activity space while “Renter B” sets up to begin activity at the start of contracted time. Groups are not permitted to enter the activity space prior to the transition period.

Facility Rental Insurance Requirements
All non-BGSU, rent-paying organizations utilizing facilities are required to protect themselves with general liability insurance in the minimum amount of $1,000,000 per occurrence for bodily injury and property damage and to hold the University harmless from any and all claims, demands, or causes of action arising from the use of its facilities. It is also recommended that groups have proof of sexual misconduct and molestation coverage in the amount of $1,000,000.

Facility Rental Insurance Requirements
All non-BGSU, rent-paying organizations utilizing facilities are required to protect themselves with general liability insurance in the minimum amount of $1,000,000 per occurrence for bodily injury and property damage and to hold the University harmless from any and all claims, demands, or causes of action arising from the use of its facilities. It is also recommended that groups have proof of sexual misconduct and molestation coverage in the amount of $1,000,000.

Documentation of this insurance must be given prior to the first rental date. If not covered through an organization, go to the following link for assistance in purchasing tenant user liability insurance:

http://www.marshcampus.com/BGSU

Click on Products and use the drop down for Student Special Event Liability or select another category if appropriate.

Decorations and Food/Beverage Vendors and Merchandise
The Department of Recreation and Wellness collaborates with rental groups desiring to sell souvenirs or Coca-Cola products in conjunction with their events. A percentage or nominal fee is charged for these opportunities. Users work with Recreation and Wellness staff to organize order quantities and other details. Refer to the Recreation and Wellness website for complete details and Wood County Health Department regulations.

RECTRAC
1. Customers desiring to conduct business online with Recreation and Wellness are offered the services of RecTrac, a recreation and parks software service. Use of RecTrac is not required.
2. Gift cards may not be used on RecTrac.
3. Refunds and cancellations must be conducted in person and not through RecTrac; golf tee times may be edited or canceled on RecTrac.

REFUNDS
The following policies apply to SRC Memberships, activity registrations, and rentals/contracts.
1. The standard refund processing fee is $25 and generally requires a two-week time frame. Certain programs or services may have different fees at the discretion of the area director.
2. Refunds issued after use begins are subject to prorating.
3. Refunds are issued due to injuries or illnesses; a medical excuse may be required.
4. Refunds are issued if a patron has moved from the area; documentation may be necessary.
5. Refunds are issued if Recreation and Wellness cancels a program or course.
6. For refunds regarding apparel and merchandise, at the discretion of Recreation and Wellness staff, a receipt must be presented with the request within 30 days of the purchase. All manufacturers’ policies are honored and are not subject to refund processing fees.
7. Refunds are issued due to weather (i.e. lightning, tornado, snow emergency levels 2 and 3, etc.). No refund is issued for Level 1 conditions.
PARKING

1. All vehicles parked on campus (excluding the Forrest Creason Golf Course parking lot) are required to have an official BGSU parking permit.

2. Community members can purchase semester or annual parking permits corresponding with the SRC Membership period only after purchasing a SRC Membership.

3. BGSU affiliates must contact Parking Services for the designated permit.

4. Hourly paid parking is available at the Lot X kiosk (adjacent to Mercer Road).

5. Bicycles may only be locked in University bicycle racks; bicycles locked to permanent benches, trees, etc. are removed from the premises.

Lot Designations

- Student Recreation Center: Lot X | Enforcement: M - F, 7 AM - 7:30 PM
- Perry Field House: Lot 18 | Enforcement: M - F, 7 AM - 5 PM
- Music Building: Lot 16 | Enforcement: M - F, 7 AM - 7:30 PM
- Ice Arena: Lot 10 | Enforcement: M - F, 7 AM - 5 PM