
Ashburn Village Sports Pavilion

Member Manual



Ashburn Village Sports Pavilion
20585 Ashburn Village Boulevard
Ashburn, VA 20147
Phone: 703-729-0581
Fax: 703-589-1110

www.ashburnvillagesportspavilion.com

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1. GENERAL INFORMATION

1.1 Hours of Operation*

Pavilion

Monday-Thursday	5:00am-10:00pm
Friday	5:00am-9:00pm
Saturday	6:00am-6:00pm
Sunday	7:00am-6:00pm

Indoor Pool

Monday-Thursday	5:00am-9:15pm
Friday	5:00am-8:15pm
Saturday & Sunday	7:00am-5:15pm

Indoor Tennis Courts

Monday-Thursday	5:00am-9:15pm
Friday	5:00am-9:00pm
Saturday	6:00am-5:15pm
Sunday	7:00am-5:15pm

Outdoor Pool (Open Memorial Day Weekend - Labor Day Weekend)

Memorial Day-End of LCPS School Year:

Monday-Friday	Swim Team Use Only
Saturday & Sunday	11:00am-5:15pm

LCPS Summer Break:

Monday-Friday	11:00am-8:15pm
Saturday & Sunday	11:00am-5:15pm

Start of LCPS School Year-Labor Day Weekend:

Monday-Friday	CLOSED
Saturday & Sunday	11:00am-5:15pm

Marina (Open 1st Weekend of May – Last Weekend in October)

May-End of LCPS School Year:

Saturday & Sunday	11am-5pm
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LCPS Summer Break:

Monday-Friday	1pm-7pm
Saturday & Sunday	11am-5pm

Labor Day-Last weekend in October:

Saturday & Sunday	11am-5pm
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KidZone

Monday-Friday	8am-1pm & 4pm-8pm
Saturday & Sunday	8am-1pm

*Unless otherwise noted, holidays run on weekend hours.

1.2 Facility Closings

The following is a schedule of facility closings. Holiday closings and reduced hours are approved by the Board of Directors and are subject to change with appropriate notice.

New Year's Day	CLOSED
Easter Sunday	CLOSED
Memorial Day	WEEKEND HOURS
Independence Day	WEEKEND HOURS
Ashburn Village Fireworks	WEEKEND HOURS
Labor Day	WEEKEND HOURS
VillageFest	CLOSED/Parking lot closure earlier in the week
Day before Thanksgiving	5am-1pm
Thanksgiving Day	CLOSED
Day after Thanksgiving	WEEKEND HOURS
Christmas Eve	5am-1pm
Christmas Day	CLOSED
December 26 th -30 th	early closure, check ashburnvillage.org for specifics
New Years Eve	5am-1pm

There may be times through the year when certain areas of the facility will be shut down for improvements, cleaning, and preventative maintenance. Whenever possible, maintenance days will be planned in advance and members will be notified.

1.3 Inclement Weather

The facility, including the tennis bubble may be closed due to inclement weather. Information can be obtained on the AVCA website, Facebook, and/or by signing-up for email notification blasts under "Inclement Weather." If classes are canceled due to inclement weather, attempts will be made to make up missed classes at the end of the session.

1.4 Parking

Parking for the AVSP is located in the lot adjacent to the building on the south side. Parking is for daily use by members and their guest(s) while at the pavilion. Overnight parking is not permitted and cars may be towed if left overnight or for an extended period of time. There may be times, such as special events, when the parking lot will be closed.

At no time is parking or standing permitted in the entrance circle or any fire lanes. The circle servicing the front entrance is designated as a fire safety zone, and tickets are issued for cars standing or parked in this area.

Handicapped parking is located along the sidewalk immediately adjacent to the south side of the building (the north side of the parking lot). Handicapped parking is designated with the appropriate signage. Illegally parking in a handicapped space is subject to fines and towing.

1.5 Member Only Entrance

The Lower-Level Entrance is for Members with a valid membership card present. All guests and/or members without membership cards must enter through the main entrance on the top level. Members with a valid guest pass may bring a guest through the member only entrance.

1.6 Facility Access & Eligibility for Use

All Ashburn Village homeowners in good standing are entitled to membership. All accounts are with \$0 balance and no open violations are considered in good standing. AVCA reserves the right to suspend a member's use of the amenities for failure to follow the policies and procedures, posted rules and regulations.

1.7 Assumption of Risk Disclaimer

Members and guests using the facilities do so at their own risk. Because participation in exercise and recreational programs can be hazardous and injurious, members, guests and paid users agree to hold harmless AVCA and its contractors for any injuries suffered while using the facilities of AVSP or AVCA. Neither shall AVCA or its contractors be held responsible or liable to members, guests, or paid users for articles damaged, lost, or stolen in or about any of the recreational facilities, or for damages to any property including but not limited to automobiles and the contents thereof.

1.8 Fitness Orientations

All new members are entitled to one free Fitness Orientation with one of the AVSP certified personal trainers. Orientations can be set up by contacting the fitness department.

1.9 Policy Enforcement

Members are responsible for their actions and those of their guests. The AVCA Board of Directors reserves to itself and those contractors hired to operate AVSP the right to suspend a member from the use of AVSP for the failure to comply with any of the rules and regulations included in this document and/or posted in the facility, or for any behavior deemed inappropriate which could (1) interfere with the use of the facility by others, (2) create a hazardous situation, (3) result in injury to oneself or others, and (4) physically, structurally, or cosmetically damage the facility. Suspensions shall apply not only to AVSP, but also to the use of the recreation center outdoor pools. AVCA will review all suspensions for merit, duration, or for follow up discussion with the AVCA Board of Directors. Damages resulting from the actions of members and/or their guests will be assessed to the Primary Member of the membership.

1.10 Towel Service

Hand towels are available at the Front Desk Please remember to return them to be laundered before leaving the facility.

1.11 Photographic Release

By participating in programs and using our facilities, you are granting the AVCA and AVSP permission to use photographic images and videos of you and/or your minors for marketing purposes and or streamlining/live broadcast of classes.

2. MEMBERSHIPS & GUEST PRIVILEGES

2.1 SPORTS PAVILION MEMBERSHIP POLICY

This policy establishes the various classes of membership for the Ashburn Village Sports Pavilion as established by the Board of Directors of the Association. Changes to these classes require formal approval by the Board. The fees referred to in this policy are contained in a fee structure which also must be approved by the Board normally as a separate action.

Deeded Owner Membership:

All individuals listed on the deed for an Ashburn Village Community Association (AVCA) property are entitled to membership. For properties deeded to only one individual, the property is entitled to an additional member over the age of eighteen (18) with proof of residency. This membership includes all dependent children of deeded owners residing at the property twenty-five (25) years and younger.

All properties deeded by a LLC, LP, Corporation, or commercial entity, are entitled to two (2) adult memberships and all dependent children twenty-five (25) years and younger residing at the property.

Proof of residency may be required for all dependent children nineteen (19) – twenty-five (25) years of age.

Additional Adult Memberships:

Any deeded owner residing in the AVCA property is entitled to purchase up to two (2) additional adult memberships. No more than two (2) additional adult memberships may be purchased per lot. The deeded owner is responsible for any and all actions as well as financial obligations for all additional adult memberships purchased. These additional adult memberships are restricted to residents of the property eighteen (18) years and older. Proof of residency is required and must be renewed on an annual basis.

Conveyed Memberships:

Owners/LLC/LP/Corporation/Commercial entity listed on the deed for an Ashburn Village Community Association property can convey each of their individual Deeded Owner Memberships to any adult residing at that property. Properties deeded to more than four (4) owners may only convey up to four (4) memberships. This membership includes all dependent children of the adult(s) receiving the Conveyed Membership.

All Conveyed Memberships require a current signed lease, completed lease addendum, and a completed conveyance membership form from the homeowner. This membership is only valid for the term of the lease. Month to month leases expire annually and require annual notification from the deeded homeowner to renew.

If additional memberships are needed or no memberships are conveyed from the homeowner, the lessee may purchase an Outside Membership, if available.

Multi-Family Memberships:

All class B residents, which include Ashburn Meadows, Saddle Ridge, and Wingle House, can purchase membership to the Sports Pavilion. All Multi-Family Memberships require a current signed lease and a completed membership form. All Multi-Family Memberships purchased must have a “primary individual” over the age of eighteen (18) that is solely responsible for any and all actions as well as financial obligations for all members attached to that primary account. The Board of Directors of Ashburn Village Community Association may establish the number of allowed Multi-Family Memberships periodically at its sole discretion.

This membership is only available for leases six (6) months or longer and is only valid for the term of the lease. An initiation and cancellation fee may be applied for this type of membership.

- Individual Membership: One (1) single “primary” individual over the age of eighteen (18).
- Couple Membership: Two (2) individuals with one (1) person designated as the “primary” member. An adult and dependent child is eligible for this type of membership.
- Family Membership: Up to two (2) adults and all dependent children under twenty-six (26) years of age residing at the same property.

The AVCA reserves the right to require proof of relationship or residency at its sole discretion for all dependent children twenty-six (26) years and younger residing at the property.

Outside Memberships:

All individuals living outside of Ashburn Village Community Association may purchase an Outside Membership, if available, to the Sports Pavilion. All Outside Memberships must be purchased by an individual” eighteen (18) years of age or older. Membership is available on a month-to-month basis. An initiation and cancellation fee will apply for this type of membership. The Board of Directors of Ashburn Village Community Association will establish the number of allowed Outside Memberships periodically at its sole discretion.

- Individual Membership: One (1) single “primary” individual eighteen (18) and over.
- Couple Membership: Two members, one must be over the age of 18 years of age.
- Family Membership: Two adults, and 2 children, each additional child is \$5 per child per month.

The AVCA reserves the right to require proof of relationship or residency at its sole discretion. All dependent children twenty-six (26) years and younger residing at the property may be added to a Family Membership for an additional fee.

Initiation Fee:

A one-time initiation fee is required for Outside Membership.

Outside Racquet Membership (ORM):

All individuals without an AVSP membership must purchase an Outside Tennis Membership in order to use only the tennis facilities at the Sports Pavilion. Outside Tennis Membership does not include access to the recreational facility courts unless they are participating in AVSP programming. All Outside Tennis Memberships purchased must have a “primary individual” over the age of eighteen (18) that is solely responsible for any and all actions as well as financial obligations for all members attached to that primary account.

- Individual Membership: One (1) single individual over the age of eighteen (18).
- Tiny Membership: One (1) single individual between the ages of 4 and 6 years old
- Junior Membership: One (1) single individual between the ages of 7 and 17 years old
- Family Membership: Up to two (2) adults and two (2) dependents under eighteen (18) years of age residing at the same property.

The AVCA reserves the right to require proof of relationship or residency at its sole discretion. Additional dependents under eighteen (18), with proof of residency, may be added to a Family Membership for an additional fee.

Cancellation Fees:

All cancellation requests must be presented in writing and no refunds will be issued. Upon cancellation, the remainder of the contract will be billed. If the individual is enrolled in a fee-based program at the time of cancellation, the individual will be charged the Non-Member rate.

2.2 Membership Cards

Membership cards are required by all members six (6) years of age and older to enter the AVSP. Any violation of this policy may result in suspension or termination of the membership at the sole discretion of the AVCA board.

Replacement cards can be purchased at the AVCA office for a fee. Lost or stolen cards must be reported to the AVCA office as soon as possible.

2.3 Guest Passes

Daily guest passes are available for purchase at the AVSP Front Desk for one (1) day, five (5) days, or ten (10) days packages. Guest passes are non-refundable. The AVCA reserves the right to limit the number of guests. All guests must be accompanied by a member with an active membership card.

3. PROGRAMS, ACTIVITIES, & SERVICES

Programming information can be obtained at the AVSP front desk and AVSP website. Some programs require advance registration. Some programs are fee based and must be paid at the time of registration. Please note the facility does not accept cash.

3.1 Programs



3.2 Program Refunds & Credits

AVSP Refund Policy:

- AVSP will consider refunds to those unable to complete or begin a program, class, event, or activity due to:
 - Medical Reason (requires physician's note)
 - Relocation (requires proof)
- Registration/Enrollment fees are non-refundable.
- If you need to cancel a class/event/program, and you make the request 8 or more days before the start date, a full refund, **MINUS a 15% administrative fee** will be offered.
- No refund will be given if sign up occurs within 7 days of the class.
- If you cancel a class/event/program registration 7 or less days before the start, a refund of 50% will be offered. Cancellation requests must be submitted in writing. The request should be dated and sent by email, or fax directly to the program director offering the class/program/event.
- AVSP reserves the right to cancel or change a class/event/program due to insufficient enrollment or other reasonable cause. A full refund (including any applicable registration fee) will be offered.
- No refunds will be given on or after the day of the first class/event/program without a doctor's note.
- With a doctor's note, medical refunds are only granted if they require a full withdrawal from the remainder of the session. Refunds will be prorated from the last class prior to the injury/illness and before the midpoint of the program.
- Even with a doctor's note, there will be no refunds from the day of the midpoint of the program or after for any reason.
- No prorating of refunds is done for a single-day program, class, event, or activity.
- No refunds will be given for those individuals who are dismissed for misconduct.
- No refunds or make-ups will be given for missed classes or late arrivals or early departures.

- Personal Training Sessions and Packages are non-transferable and non-refundable.
- Unused training sessions expire one year from purchase date.
- Training appointments must be cancelled 24 hours in advance or you will be charged for session.

4. FACILITY USAGE RULES

4.1 General Facility Rules

Members and guests are entitled to utilize an area or program if they meet all eligibility requirements:

- Members must present a membership card in order to enter the facility. All guests must have a guest pass.
- All Guests must be accompanied by a card holding member and must present a guest pass.
- Children aged five (5) years old and under do not need membership cards unless they are accompanying a guest eighteen (18) years or older presenting a guest pass.
- All members six (6) to eleven (11) years of age must present a membership card and must be accompanied by a member or guest with a guest card eighteen (18) years or older.
- Members age twelve (12) with a membership card and may enter alone or with a guest eighteen (18) years and older presenting a guest card.
- Appropriate workout clothing is required at all times (i.e. gym shorts and/or sweats, shirts and shoes) except for pool areas. Clothing with vulgar and/or demeaning slogans and/or pictures will not be allowed. Athletic shoes must be worn on the gym floor at all times and must have closed toes. No street shoes, Crocs, flip-flops, sandals or bare feet will be allowed. For yoga or stretching, footwear may be removed only while exercising on a mat.
- Food and drink will be limited to designated areas only.
- Consumption of alcohol is prohibited unless during an authorized event.
- Excessive noise, including the use of a cell phone, which will disturb other members and guests, is not permitted. Cell phone use is prohibited in all workout areas, locker rooms, saunas, steam rooms and all childcare areas.
- Ashburn Village Community Association will not be held liable for any use of electronics in any wet area.
- Smoking and/or "vaping" in the facility or on the grounds (including parking lot and outside of the facility) is not permitted under any circumstance.
- Use of profane or inappropriate language is not permitted.
- Anyone that appears to be under the influence of drugs or alcohol will be asked to leave the facility.
- Members are responsible for cleaning up after themselves.
- All equipment and supplies provided for use must remain within the facility and returned in good condition to its original location.
- With the exception of service animals, pets are not permitted indoors unless it is an authorized event.
- Bicycles, skateboards, rollerblades and other vehicular use are limited to designated outdoor areas only.
- All programs and services including personal training, group exercise, tennis lessons, and instructional programs must be conducted by an approved and certified employee of AVSP.
- AVCA and its contractors are not responsible for lost or stolen items. Members are encouraged to store and lock all personal belongings in lockers. Staff are not permitted to hold valuables or bags for members or guests.
- All found items should be given to staff for storage in the lost and found. Items will be stored in the lost and found for up to one month.

- If you have been placed on a waitlist for a class, you will not be charged to remain on the waitlist. If space becomes available, you will be notified by phone or email and given direction on how to pay for enrollment.

4.2 Locker Rooms

- Lockers are for daily use only, and all items must be removed from the lockers.
- All children under the age of six (6) must be supervised at any time.
- Members have the right to use the restroom, locker room or other single-sex facility consistent with their gender identity.

4.3 Saunas & Steam Rooms

- Proper swim attire is required at all times.
- No body oils or creams are permitted.
- Lewd behavior is prohibited at all times.
- Pregnant women, elderly or persons suffering from heart disease, diabetes and high or low blood pressure should not use the sauna or steam room.
- Do not use the sauna or steam room under the influence of alcohol, anticoagulants, antihistamines, vasoconstrictors, vasodilators, stimulants, hypnotics, narcotics and/or tranquilizers.
- Drying clothes, towels or other items in the sauna is prohibited.
- Use by children under the age of sixteen (16) years is prohibited.
- Please be courteous and close the door to keep the heat in the sauna.
- Observe a reasonable time limit. Do not exceed fifteen (15) minutes.
- Tampering with the unit in the saunas and steam room is strictly prohibited. This includes pouring water or misting water on the sauna heating unit.

4.4 Weights and Cardio Areas

All members are encouraged to consult their physician before beginning an exercise program.

Usage Rules:

- Members between the ages of twelve (12) – fifteen (15) must participate in and adhere to the rules of the AVSP Teen Weight Training program in order to use the weight area.
- Members between the ages of twelve (12) – fifteen (15) must be accompanied by a family member over the age of 18 at all times to utilize the weight training equipment, unless participating in the AVSP Teen Weight Training program.
- Unless registered in an AVSP program, members under twelve (12) years of age are strictly prohibited from using the weight and cardio areas.
- Members between the ages of fourteen (14) – fifteen (15) may use the cardio area ONLY without parent/guardian supervision.
- Members ages sixteen (16) and older may utilize the entire facility.
- Appropriate workout clothing is required at all times (i.e. gym shorts and/or sweats, shirts and shoes) except for pool areas. Clothing with vulgar and/or demeaning slogans and/or pictures will not be allowed. Athletic shoes must be worn on the gym floor at all times and must have closed toes. No street shoes, Crocs, flip-flops, sandals or bare feet will be allowed. For yoga or stretching, footwear may be removed only while exercising on a mat.
- All equipment must be wiped down after use with the wipes provided.
- Cardiovascular equipment utilization is limited to 30 minutes during peak hours.

- No power or Olympic lifting is allowed.
- Safety Collars must be used at all times in the weight area.
- Free weights should not be dropped at any time.
- Spotters should be used whenever possible.
- Food is not permitted in the weight and cardio areas.
- Water or other clear sport drinks must be contained in non-breakable spill-proof containers. Glass is prohibited.
- Personal music devices are permitted if used with headphones and played at a volume that does not disturb others.
- Free weights must be restacked in the appropriate location after each use.
- Stacked weight equipment should not be slammed while lifting.
- No outside personal trainers are permitted.
- Please do not disrupt other members with loud music, phone and or video calls which are not permitted in workout areas.

4.5 Group Exercise

- Only scheduled classes are permitted in the studio.
- Do not enter the studio until the preceding class is finished.
- Members may use the studio and the equipment when classes are not in session and the room is unlocked; all equipment must remain in the studio and be returned to its proper location.
- All equipment must be wiped down after use with the wipes and/or spray provided.
- Usage of the sound system is strictly prohibited.
- Please keep conversations limited and in a low voice to avoid distracting those around you.
- To participate in any group exercise class or aqua aerobics class, members must be sixteen (16) years of age or above. Members between the ages of twelve (12) and fifteen (15) must be accompanied by their parent or legal guardian and teen weight training certified. Members must be sixteen (16) years of age to attend any indoor cycle class.

4.6 Functional Fitness Room

- Only scheduled classes are permitted in the FFx room.
- Do not enter the FFx room if a class is in session.
- Members may use the FFx room and the equipment when classes are not in session; all equipment must remain in the room and be returned to its proper location.
- All equipment must be wiped down after use with the wipes and/or spray provided.
- Priority use is for the Personal Training & Fitness Department. Please move when requested.
- Do not slam medicine balls against the walls.

4.7 Indoor & Outdoor Pool Rules

- All swimmers **MUST** shower before entering the pool.
- Proper swim wear is required, which does **NOT** include jeans, cutoffs, or thongs.
- **NO PETS** are allowed in the pool or on the pool deck, unless a service animal.
- Diving is not permitted unless supervised by swim instructors or coaches in designated areas.
- All children four (4) years of age or younger must be supervised by an individual (sixteen (16) years of age or older) within arm's length at all times when on the pool deck or in the pool.
- All children regardless of age using inflatable armbands (i.e., water wings) or any approved Coast Guard flotation device **MUST** be supervised one-on-one by a responsible individual who is in the water and within arm's length of the child.

- Children under age twelve (12) MUST be directly supervised by an individual age sixteen (16) or older.
- NO GLASS, ALCOHOL, TOBACCO, VAPING or DRUGS is permitted in the pool area.
- Food is NOT allowed in the pool area except in designated eating areas.
- Audio equipment must be used with personal headphones in pool and locker room areas.
- Swimmers MUST stay off lap lanes, ropes, safety lines and lifeguard stands.
- Running, pushing, wrestling, excessive splashing, squirt guns, standing or sitting on shoulders, or spitting of water is prohibited.
- Swim aides, floatable objects, and pool toys will be allowed at the Lifeguard's or MOD's discretion.
- All children who are not toilet trained MUST wear swimmers' diapers while in the pool.
- For outdoor pools, a Lap Swim will be held at fifty (50) minutes after the hour, every hour.
- Admission will be refused to any person appearing to have a skin disease, inflamed eyes, nasal or ear discharge, or any communicable disease.
- NO OUTSIDE COACHES OR INSTRUCTORS ARE ALLOWED.
- Lanes in the indoor pool are marked (Open, Lap, Swim, etc.) and should be used only for the designated use.

4.8 Marina

- A marina pass must be obtained at the AVSP front desk- Any passenger must have an annual signed marina waiver on file. If under 18, waiver must be signed in person by parent or legal guardian.
- Use of the marina, boats, and other equipment is at your own risk.
- Swimming is prohibited in all lakes.
- No one under the age of twelve (12) is allowed in the area or to use any watercraft alone unless accompanied by an adult eighteen (18) years or older.
- Loud noise/music, reckless behavior, profanity, horseplay, and intentionally causing boats to collide or capsize are prohibited.
- Use of alcoholic beverages or other illegal substances is not permitted.
- Conduct that may endanger the welfare of any person or the environment is prohibited.
- Boats must load or unload passengers in designated areas.
- Boats may not approach within fifteen (15) feet of the drain system and water fountains.
- All occupants of rental canoes and pedal boats must wear a Coast Guard approved Class I, II, or III PFD.
- It is strictly prohibited to exceed the posted maximum number of people allowed in canoes, rowboats and paddleboats.
- Pets are not allowed in canoes, rowboats, and paddleboats.
- Fishing is not permitted while in AVCA vessels.
- All state boating and fishing laws apply.

4.9 KidZone (Nursery)

- KidZone is available for all members for children 3 months– twelve (12) years old
- Parents must fill out a *Registration and Emergency Contact Form*.
- Use of the KidZone is for members who are actively participating in an AVSP program or using the facility.
- Parents of children crying continuously for ten (10) minutes will be notified and must return to the KidZone immediately.
- Maximum time for participating children is 2 hours and 30 minutes a day.
- A \$5.00 late fee will be assessed for every five (5) minutes past the reservation time up to thirty (30) minutes. After thirty (30) minutes, the fee will increase to \$50.

- All children must be signed in and out by the same adult, unless prior arrangements are made.
- Children will not be admitted to the KidZone if showing symptoms of illness, such as fever, nausea, diarrhea, vomiting, etc., or having a communicable disease.
- If a child stays home from school for illness, they are not permitted in KidZone
- No medicine can be administered by KidZone personnel.
- Parents must alert KidZone personnel if the child has any allergies or disabilities.
- Parents must provide diapers if needed.
- Children must be dropped off clean and dry.
- No bottles or snacks are provided. The KidZone is a peanut free zone.
- All items brought into the KidZone must be labeled. The AVCA and contractors are not responsible for lost or damaged items.
- Parents will be contacted to remove any child for misconduct or uncontrollable behavior.

4.10 Gymnasium

- Courts are available to members on a first-come, first-serve basis and cannot be reserved.
- All members under the age of twelve (12) must be accompanied by an adult eighteen (18) years and older.
- Shoes that have non-scuffing soles are permitted on the basketball courts.
- Bikes, rollerblades, skateboards and equipment with wheels are not permitted.
- Hanging on the basketball hoops or volleyball nets, dunking, drawing on the courts, and any potentially destructive behavior is prohibited.
- Profanity, fighting or disruptive behavior is prohibited.
- Food and gum are not permitted on the courts. Drinks must be in a non-breakable spill-proof container.
- Members are responsible for bringing their own equipment.
- Outside coaching, team practices or clinics are strictly prohibited.

4.11 Tennis Courts

- All courts must be reserved through the Front Desk, either in person or by phone. Reservations may be made up to seven (7) days in advance for regular play, and up to ten (10) days in advance for league play.
- A court fee will be charged to the member if (1) the member cancels a reserved court less than two (2) hours before the scheduled time, and it is not subsequently used by another member, or (2) if the member “no shows” or fails to check in at the Front Desk.
- All players must check in at the Front Desk prior to play.

Outdoor Tennis Court Usage Rules:

- Tennis courts may be reserved for up to 90 minutes per day.
- Outdoor courts are available for reserved use by members and their guests only on a first come first-serve basis.
- A schedule of activities will be posted in each area and updated by the staff.
- When other players are waiting, tennis court use should be limited to one (1) hour.
- No one under the age of sixteen (16) is allowed in the area alone unless accompanied by an adult (sixteen (16) years and older). Members are not permitted to “drop off” their children/grandchildren without specific supervision from an adult.
- The facility is for tennis use only. Bikes, rollerblades, skateboards and equipment with wheels are not permitted. Soccer, lacrosse and other such sports are not permitted.

- All players shall be dressed in appropriate attire, which includes: shirts, tennis shoes, shorts or warm-up suits. These items must be worn at all times. Hard- and black-soled shoes are expressly prohibited on the tennis courts.
- The rules established by the United States Tennis Association (USTA) will be strictly followed and adhered to by all players at all times.
- Smoking (including e-cigarettes or vaping) in the tennis court areas is not permitted.
- The association and its contractors are not responsible for any lost, stolen or left items on the courts.
- Food and gum are not permitted on the courts. Drinks must be in a non-breakable spill-proof container.
- Profanity, fighting or disruptive behavior will not be tolerated and is prohibited.
- No furniture, other than benches already provided, will be allowed on the playing surfaces.
- No outside personal instructors or pros may conduct lessons at any time for lessons, training or practicing. All tennis instructors must be approved, certified and employed by AVCA and their contractors.

Seasonal Indoor Tennis Court Rules:

- Tennis courts may be reserved for up to 1.5 hours at a time per day.
- Entry into the tennis bubble is only allowed via the revolving door; other doors are for emergency exit only.
- All court, guest & program fees must be paid prior to play.
- Indoor tennis is fee based and must be paid prior to play.
- The association and its contractors are not responsible for any lost, stolen or left items on the courts.
- Members are fully responsible for their guests' behavior. Any violation of these rules by a guest player will be the sole responsibility of the sponsoring member, or, if the guest did not check in with the member, the collective responsibility of all players on the designated court.

4.12 Racquetball Courts

- Racquetball players may reserve a court for one (1) hour per day.
- All courts must be reserved through the Front Desk in person or on phone or online. Reservations may be made up to seven (7) days in advance for regular play, and up to ten (10) days in advance for league play.
- Non-scuffing athletic shoes and shirts are required at all times. Hard- and black-soled shoes are expressly prohibited on the courts.
- The racquetball courts are for racquet sports and wallyball only.
- All court, guest & program fees must be paid prior to play.

5. EMERGENCY PROCEDURES AND EQUIPMENT

- If an accident or injury occurs, the AVSP staff should be notified immediately.