

# COOP'S

*Health & Fitness*

M E M B E R S

# HAND BOOK



## Welcome!

*We congratulate you on becoming a member of one of the Upstate's finest health clubs. We feature some of the most advanced exercise equipment and extensive facilities in the area. To help ensure your safe use and enjoyment of our facilities, we have established the following rules and regulations that we require everyone to follow. Please note that from time to time we may find it necessary to amend or add to these rules and regulations. Rules and regulations may also be orally communicated to you or contained on signs posted in the club. Please review and familiarize yourself with them. Please contact your club manager if you have any questions.*

Members and guests must check-in at the front desk upon entering the club. Members must scan/show their membership cards to the receptionist and may be required to leave their membership cards at the front desk. Members may not loan their membership cards to anyone. We may require members and guests to show additional photo identification prior to admittance to the club. Members must be in good standing (that is, paid to date) to use the club. A \$10 fee will be charged to replace lost or stolen membership cards.

### **Guest Privileges**

Members are invited to bring or send guests to the club for an introductory visit and fitness evaluation and for the purpose of introducing them as potential members. Subject to the club manager's approval, members may bring or send as many guests as they desire. However, members may bring or send only three guests at any one time and the same person may not visit a club as a guest of any member more than once in a 90-day period. Guests must be 18 years of age or older. Guests must be accompanied by an instructor during their workout and must comply with the rules and regulations of the club. *WE RESERVE THE RIGHT TO CHARGE GUEST FEES FOR OUT OF TOWN GUESTS AND FOR OTHER GUESTS WE MAY ADMIT WHO ARE NOT INTERESTED IN HEARING AN INTRODUCTORY PRESENTATION.* We reserve the right to discontinue guest privileges, in whole or in part, for the general benefit of the club.

### **Membership Age Restrictions**

Family or other membership plans may be available for minors (under 18 years old). Such plans may contain restrictions as to days, hours and facilities and services available for use. Further, we may require members less than 18 years of age to be accompanied by an adult member at all times while in the club. Minors are not permitted in the club unless they are members or unless they are restricted to the Kid Club.

### **Dress Code**

We reserve the right to deny use of the club to any person whose attire we do not consider to be appropriate in connection with the public image of our club and our rules and regulations. No profane language or slogans on any attire in the club is permitted. No jeans or belts admitted on upholstery or workout floor. Athletic shoes are required in exercise areas. No black soled shoes are permitted on track, group fitness floor, and tile. No bare feet allowed outside of locker rooms. No ragged clothing, cut-off or cut-down shorts or pants, half-shirts, curlers, swimsuits or sandals are allowed in the exercise or aerobic area. No personal effects such as jackets or gym bags are permitted in the exercise, aerobic, track, or free weight areas. If you wish to carry beverages with you during your workout, you must use a covered plastic container. \* Members may be required to use personal towels/sani wipes to wipe equipment upholstery clean after use as a courtesy to other members.

### **Sauna/Shower**

Members and guests are required to wear proper swimming attire in the sauna. Shower shoes or sandals are recommended in all wet areas: no other type of footwear is permitted.

### **Locker Room**

Lockers are available for daily use only by members and guests. We recommend that members and guests do not bring valuables into the club and that each member purchases a combination lock or padlock to secure their locker while using the club facilities. *DO NOT LEAVE VALUABLES UNPROTECTED. WE ARE NOT RESPONSIBLE FOR LOST OR STOLEN ARTICLES.* Pursuant to your membership contract, you have waived any right to sue the club for lost or stolen articles. Due to the limited number of lockers available, we cannot allow locks to be left on overnight. When this occurs, the locks may be removed and any personal articles in the locker may be placed in the lost and found. We accept no responsibility for articles left behind. Club personnel are not allowed to accept responsibility for personal articles. No hair dyeing or bleaching permitted in the locker room or the wet areas. No glass containers are permitted.

### **Kids Club**

Child care may be available in accordance with the terms of your membership. An additional fee may be charged. Length of stay is limited to two hours. Parents or guardians must remain in the club at all times and children will be released only to the parent or guardian who accompanied the child to the Kids Club. We do not feed or change children. Child care hours, size of Kids Club, permitted ages and fees vary from club to club. We may deny a child's admittance due to a child's illness, misbehavior or any other reason that we believe is appropriate.

### **Sauna**

No body oils or creams (suntan, baby oil, etc.) are permitted in the wet areas. No shaving is permitted in the sauna. Members must shower with soap and hot water before entering wet areas. For your personal hygiene, you should also shower after using wet areas. No diving, racing, running, horseplay, eating, drinking or personal grooming is permitted in wet areas. No glass containers are permitted. *DO NOT USE* wet areas if you are taking any medication that causes drowsiness or have any medical condition which makes such use inappropriate. It is not allowed in Dry Saunas to pour water on the rock which covers the *ELECTRICAL COILS*. You may be electricuted. A Dry sauna is not a steam sauna! Please follow all posted signs carefully.

## Club Tan

All DHEC regulations must be followed. Please clean bed after each use with cleaning products provided by club. Do not place knees on acrylic as it will crack. It is advisable to only use creams, lotions, etc. that are suitable for the tanning bed.

## Waiver and Release

You agree that if you engage in any physical exercise, class or activity, or use any club equipment or facility on the premises, you do so at your own risk. You agree that you are voluntarily participating in activities and use of the facilities and premises (including the parking lot) and assume all risk of injury, illness, damage or loss to you or your property that might result, including, without limitation, any loss or theft of any personal property. You agree to release and discharge us (and our affiliates, employees, agents, representatives, successors and assigns) from any and all claims or causes of action (known or unknown) arising out of our negligence. You acknowledge that you have carefully read this Waiver and Release and fully understand that it is a release of liability. You are waiving any right that you may have to bring a legal action to assert a claim against us for our negligence.

## Exercise Equipment

Members must use the equipment only in the manner intended by the manufacturer and authorized by the club. Please follow all instructions and posted signs carefully. We reserve the right to limit your use of any equipment or facilities to ensure the equitable use of the equipment and facilities by all members and guests. Members shall not move or modify the equipment in any manner whatsoever. No free weight or loose equipment shall be used in connection with any mechanical equipment or in any manner for which the equipment was not originally intended. If you believe any piece of equipment is malfunctioning, please notify club management immediately. Members and guests may not bring in their own equipment. **DO NOT USE** the equipment if you are taking any medication that causes drowsiness or have any medical condition which makes such use inappropriate. Equipment should be returned to their proper place after use. Plates should be taken off of equipment and re-racked when finished. Dumbbells should be replaced on racks when finished.

## Group Fitness

Group Fitness classes are available. Class size, schedules, sign-up procedures and fees vary from club to club. Please follow all procedures posted for classes.

## Personal Conduct

Members and guests are subject to the control and guidance of the club's staff and must follow their instructions while in the club. Members and guests agree to conduct themselves in a quiet and well-mannered fashion when in or about the club and not cause any disturbances or interfere with the safe use or enjoyment of the club by other members and guests. Members or guests shall not conduct, purchase or subscribe to any commercial business or activity on club premises or solicit other members or guests for any reason without the club's prior written consent. Under no circumstances shall members or guests interfere with the club's conduct of its business. Any complaints (other than those of an emergency nature or requiring immediate attention by the club's personnel) shall be made directly to the manager, in private. Please refrain from foul language and harassment of members especially females. All fitness members conduct yourself in good manners and character.

In order to insure the safety and enjoyment of all our members, the club has established a code of conduct for its members and guests. Specific infractions may include, but are not limited to:

- A. Fighting or horseplay
- B. Use of offensive or profane language
- C. Spitting
- D. Behavior that is offensive or creates unsafe situation
- E. Unauthorized solicitation and/or distribution
- F. Theft or damage of club property
- G. Violent, abusive or disruptive, boisterous or uncooperative behavior
- H. Failure to abide by posted Rules and Regulations.

## Hours of Operation

24 Hours a day Monday - Friday, Friday close at 12am, Saturday and Sunday 8 to 8. Days and hours of operation may be changed at the club's discretion.

## No Tobacco/Guns

In the interest of providing a healthy and safe environment for our members and guests, all of our clubs adhere to a **NO TOBACCO/NO GUN** policy. The use of any type of tobacco products, including smokeless tobacco, on club property is prohibited.

## Off-Limit Areas

Fitness members should be mindful not to enter into employee areas of building, i.e., service areas, staff only areas, office areas, maintenance areas, etc. The fitness member areas are easily distinguishable and a fitness member should not go elsewhere unless authorized.

## Telephones

Except in the event of an emergency, members and guests may only use personal phones. Members with cell phones please be courteous/mindful of others and use silent/vibrate features as to cut down on unwanted cell phone noise.

## Food and Drinks

Food is permitted only in designated areas and not inside the locker room or in any wet or exercise areas. You may carry beverages in covered plastic containers only during your workout; no glass containers are permitted in the club. Please properly dispose of all drinking containers in the trash receptacles. No gum chewing. Alcoholic beverages are not permitted on the premises or grounds. Do not drink alcoholic beverages before using the club facilities.

## Member's Responsibility As To Use of the Club

You should consult with your physician before using our services and facilities. You understand and acknowledge that we have no expertise in diagnosing, examining or treating any medical condition. You agree you will not use the facilities with any medical condition, including open cuts, abrasions, sores, infections, maladies or inability to maintain personal hygiene, if such a condition poses a direct threat to the health or safety of yourself and others and agree you will use the facilities in accordance with all applicable public health requirements. It is your responsibility to consult with your physician to determine if any of these medical conditions exists and, if so, whether such condition poses a direct threat to the health or safety of yourself or others. The Club reserves the right, however, to make the final determination in this regard.

*continued on next page*

We reserve the right to amend or alter these rules and regulations at any time in our sole discretion. All amendments to these rules and regulations are effective immediately. In accordance with your membership contract and these rules, we may revoke or suspend your membership if you fail to follow the rules and regulations or for any reasons of nuisance, disturbance, moral turpitude or fraud. If you have any questions, please feel free to consult any member of our staff for assistance. We look forward to helping you improve your health and physical appearance. Coops Health & Fitness Web Site: CoopsFitness.com . All rights reserved.

### Club Etiquette

- I. Maintain mutual ground of etiquette and respect for one another.
- II. Be observant of people around you.
- III. Learn proper operation of equipment. (*Ask an Ultra Fit trainer or any staff member for assistance*)
- IV. Be aware of concepts such as "Work in," "Circuit training," "Sets" and "Super Set."
  - a) "Working in" is when two or more people are sharing the same equipment – one person using the equipment during another's rest period.
  - b) A person who is "circuit training," is going from machine to machine quickly to maximize cardiovascular training and may "work in" or "work through" people doing "sets" if possible.
  - c) "Sets" are number of reps/exercise – i.e. 3 sets of a particular machine/exercise.
  - d) "Super Sets" are when a person does two or more exercises in the same set – i.e. a set of leg extensions and leg presses with no rest in between.
- V. Be polite. I.e. How many sets do you have left? Do you mind if I/we work in with you?
- VI. Watching others is a good way to learn both etiquette and form, staring and leering are rude.
- VII. Never bang/slam weights! If you can't control it- Don't lift it. Damages floors, equipment & ears.
- VIII. Always put your weights away.
- IX. Always wipe your sweat off equipment.
- X. Weight Belts, bags, book bags, clip boards, etc. must not be left in traffic lanes as it can be very dangerous.
- XI. Don't trash locker rooms, workout floor, walls, mirrors, etc.
- XII. No food on workout floor and all drinks must be in a closed lid container like Coops water bottles.
- XIII. Stick to designated time limits on cardio equipment.
- XIV. No children in workout area.

*We believe that the practice and encouragement of good club etiquette enhances the quality of the club.*

*Thanks, Coops & Ultra Fit Team*

*This article's main purpose is to assure your safety, so that you get the most out of your workouts while avoiding injuries and/or other complications. It is imperative that you understand and adhere to each of the following safety precautions.*

- 1) Get a complete physical checkup before you start a strength-training program. You might have to modify or avoid weightlifting if you have muscle or joint problems, seizure disorders, heart disease, high blood pressure, previous injuries or any other physical condition with potential for danger.
- 2) Be sure to always integrate warm-ups, stretching, and cooling-down into your program. This will reduce your risk of injury by increasing your blood flow and prepping your muscles for the work they are about to do. Using the proper lifting form is important not only to work your muscles correctly, but also to prevent injury. Always do your exercises through a full range of motion in a slow, controlled manner.
- 3) We strongly encourage using an Ultra Fit personal trainer when getting started. When beginning a new weightlifting program—or any time you try a new exercise – always start out using light weights. It is far better to start out too light than too heavy. Choose a weight that you are sure is light and do a warm-up set of 15 repetitions, while perfecting the correct lifting technique. If the weight is too easy for 10 to 12 reps – in keeping with your goals – add a little more weight and gradually increase that weight within the next few weeks.
- 4) Going to total muscle fatigue with a challenging weight is not useful objective in your first few weeks. When trying a new lift or starting a new routine, the objective is to practice and perfect your technique, and to learn how to concentrate on the muscle you are exercising.
- 5) Proper breathing is essential in weightlifting. If you hold your breath while lifting a weight, you run the risk of raising your blood pressure and starving your brain of oxygen. You should try to exhale during the "positive," or main exertion phase, and inhale during the "negative," the phase in which you resist and come back slowly. If this becomes too confusing or takes away from your concentration on the lift, don't worry about it – just remember to breathe.
- 6) Do not leave equipment lying around the weight room where someone could trip over it. Always use the collars that prevent weights from falling off the barbells. Be sure to keep your hands away from the chains, cams, pulleys, and weight plates of exercise machines when they are in use. Also, when selecting the weight for a machine exercise, be sure to push the pin in all the way. Be sure to wear a weightlifting belt on exercises that place stress on your lower back, such as bent-over lifts like squats, or barbell rows.
- 7) Consider having a spotter. Having a spotter is important not only for safety reasons but also for performance enhancement. Few things work as well as a conscientious, knowledgeable spotter, workout partner, or Ultra Fit trainer who demands proper technique and full effort on every exercise set and repetition. An effective spotter gives encouragement, technique, feedback, and just enough assistance to permit completion of that final, difficult, repetition. No matter what your goal reps are, each set should end with the last repetition being challenging; you should try to go to muscle fatigue. Given this goal, there is always the chance that when trying for a final repetition, you just can't do it all on your own. This is where your spotter comes in – helping you just barely finish that last rep, and assuring you of your safety.

*continued on back*

# COOP'S

## Health & Fitness



*Safety Precautions and Basic Gym Safety continued*

- 8) If you do not have a workout partner at first, we strongly recommend trying to find someone with similar goals and interests to work out with you. This will not only help assure safety and motivation, it will also help you make it to the gym more often. If you aren't working with a partner at a gym, either ask a staff member or someone who looks experienced for a quick "spot." Most people will be happy to help you. Be sure you and your spotter have a plan so that each of you knows exactly what the other will do in case you need assistance.
  - 9) It is also important that you know how to correctly spot someone to assure his or her safety. When spotting someone, always be prepared to give a little assistance when they reach muscle fatigue (cannot complete the rep on their own). You don't want to help so much that the rep becomes easy for them to complete – give just enough assistance so that they can complete the set, but it is still challenging for them. Also, only provide assistance on the positive phase (the part that requires the pushing or pulling motion). Still have your hands ready to help, but don't help with the negative phase (the part where you resist the weights force)--the lifter should try to slowly resist the force of the weight all on his/her own.
- When spotting someone, who is using a barbell, be sure to use two hands and provide assistance evenly on the bar so you don't throw off their balance or favor one side more than the other.
  - When spotting someone, who is using a dumbbell, be sure to provide assistance in the same place for both hands and the same amount of assistance on each side.
  - When spotting someone who is using a machine provide assistance underneath the weight – be sure to move hands on the negative phase (down phase with resistance) not only to promote effective results for the lifter but also to assure your safety. Strength training provides many important benefits that cannot be achieved by any other exercise or activity. However, when enjoying this great form of exercise, be sure to adhere to these precautions so that your program is not only effective, but safe as well.

*Good luck! We hope you enjoy all the wonderful benefits of a safe and effective strength training program.*