

**Student Residence Office
City University of Hong Kong**

Regulations for the Use of Gym

All Gym users must comply with the following Regulations:

1. The opening hours of the Gym are from 6 am to 2 am every day.
2. The Student Residence Office (SRO) reserves the right to close the Gym without prior notices for cleaning, renovation or maintenance or other purposes.
3. Only the residents of the CityU Student Residence and CityU Staff Members are eligible to use the Gym, provided that they have a valid Physical Fitness Room User Card issued by CityU PE Section.
4. Every time a user uses the Gym, he/she must bring a student card/staff card along with the Physical Fitness Room User Card, issued by CityU PE Section, to register at the security counter of Hall 11, store his/her student card/staff card in exchange for an Entry Pass, and sign to acknowledge his/her understanding of the terms and conditions for using the Gym. The user must return the Entry Pass to the security counter of Hall 11 when he/she leaves the Gym and collects the student card/staff card back.
5. The registration system stores users' name, student ID number or staff number and entry and leaving time.
6. Each Entry Pass allows only one eligible user to enter the Gym. Entry Pass holder is not allowed to enter the Gym with any non-registered person.
7. Users must put the Physical Fitness Room User Card issued by CityU PE Section, into the rack near the entrance for security guards' verification.
8. The maximum number of users during every period of time is 8 persons.
9. No pets are allowed.
10. User must wear non-marking sport shoes in the Gym, not leather shoes, slippers or high heel shoes. User must wear appropriate sport attire during exercise.
11. The equipment and facilities in the Gym are for self-use. Each user must maintain the cleanliness of the equipment and facilities in order to promote personal hygiene and the durability of the equipment and facilities. Please wipe off the sweat stain on equipment after use.
12. For a fair and respectful exercising environment, do not use cardio-training machines for more than 20 minutes whenever there is other user waiting.
13. Replace loose parts of equipment after use.
14. Smoking, drinking alcohol, eating, spitting and littering are prohibited in the Gym.
15. Non-exercising activities are not allowed in the Gym.
16. Users must be responsible for their own safety and property. SRO shall not be held liable for any loss of any personal property of the user, whether or not such damage or loss is

- caused by our negligence. Any unattended object will be dealt with as SRO sees fit.
17. SRO shall not be held liable for any personal injuries or accidents howsoever caused, during the use of the Gym.
 18. SRO reserves the right to claim compensation from any person damages the equipment and facilities in the Gym.
 19. Safety Regulations:
 - a. Please consult your physician before doing exercise if you have one of the following diseases:
 - Cardiovascular disease
 - High blood pressure
 - Diabetes
 - Liver disease
 - Asthma
 - b. If you are a novice, please exercise with a partner.
 - c. Do not exercise after taking medicine or when suffering from an infectious disease.
 - d. Please adjust the amount of exercise according to age, sex, exercise habits and personal goals.
 - e. Take should enough warm-up (10-15 minutes) before doing exercise and enough cool-down (10 minutes) after doing exercise.
 - f. Please check if equipment is working properly and safely before using. If the equipment is out of order, please stop using it immediately and do not attempt to fix it by yourself. Contact SRO for follow-up.
 - g. Please stay away from swinging equipment.
 - h. If you feel ill or suffer from pain, stop exercise immediately and press the emergency alarm to contact security guards.
 20. Do not plug your personal electronic devices into electronic sockets in the Gym.
 21. Do not move equipment and facilities in the Gym without permission from SRO.
 22. Users are also required to comply with the "Regulations Governing Student Residence" when using the Gym.
 23. The Student Residence Office or its authourised agents (e.g. security guards) reserve the right to ask misbehaving persons or ineligible users to leave the Gym or to bar those persons from re-entering the Gym.
 24. SRO reserves the right to amend the aforementioned Regulations at any time without prior notice.