

# THE WANAMAKER OFFICE BUILDING FITNESS CENTER

## Rules & Regulations Effective 6/01/21

- Hours of Operation
  - Monday through Friday 7:00 a.m. until 7:00 p.m.
- Authorized Access
  - Access to the Fitness Center is restricted to authorized employees at The Wanamaker Office Building via the building access card.
  - Your building access card will only be programmed to access the Fitness Center after an original signed Fitness Center Waiver and Waiver & Release of Liability Relating to Coronavirus/COVID 19 is received at the Building Management Office located on the 9<sup>th</sup> floor. Waiver forms can be obtained from the Management Office, the Building's website ([thewanamakerbuilding.com](http://thewanamakerbuilding.com)) or from your Office Manager.
  - Anyone using the Fitness Center must have their building access card to enter the Fitness Center and should never provide access to another person. Failure to comply will result in an employee losing access privileges to the Fitness Center.
  - If you have any issues accessing the Fitness Center after we have received your signed waivers, please contact the Management Office at 215-851-0406.
- HVAC/Temperature, Maintenance or Equipment issues
  - A work order can be placed through your facilities representative or by calling 215-851-0406.
  - HVAC is provided during operating hours.
- Lockers and General Storage
  - Lockers are available for use while you are in the Fitness Center exercising. Locks must be removed at the end of your exercise session.
  - Maintenance and security staff will cut the locks and remove items from locked lockers periodically and with prior notice. The items will be placed in the lost and found for pick up for 30 calendar days, after which they will be discarded.
- Fitness on Demand Studio
  - Fitness on Demand allows users to access more than 300 classes to enhance fitness and fun. If a class is not scheduled, users may find a workout of their choice via the interactive menu accessible by iPad, or may use the room for stretching or other cardio.
  - FOD is also available on your personal device via the Appstore or Google Play while you are in the cardio room.
- Equipment Use and Courtesy
  - During busy times, cardio equipment use is limited to 30 minutes.
  - Please allow other members to "work in" on equipment in during rest periods while interval training.
  - As a courtesy to others, please wipe down gym equipment after use, and return all weights, mats and other accessories to the appropriate rack or storage area.
- Emergency Communication
  - A telephone is provided on the column by the entrance door with direct access to Security Command. You may also dial outside to 911 if needed.
- **COVID 19 Procedures**
  - Masks must be worn at all times while in the Fitness Center.
  - Please wash hands prior to using any equipment.
  - Wipe down all equipment with disinfectant wipes provided before and after use.

The Fitness Center at The Wanamaker Office Building is an amenity for all, and your assistance in maintaining it as such is appreciated. Please report any issues or concerns to the Management Office.

Thank you, and enjoy!