



OJAI VALLEY
ATHLETIC CLUB

MEMBERSHIP BOOKLET

RULES AND REGULATIONS

(805) 646-7213

409 South Fox Street

Ojai, California 93023



Welcome to OVAC!

OVAC

Member Booklet

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Mission Statement:

Our mission is to provide the finest club experience where our priority is your health and well-being.

CLUB HOURS OF OPERATION

Monday-Thursday 5:30am-9:30pm

Friday 5:30am-9:00pm (9:30pm during summer months)

Saturday 7:00am-8:00pm

Sunday 8:00am-8:00pm

SPECIAL NOTE

Members are required to follow all club rules and regulations. The following data supersedes all other information, policies, rules, regulations, and use conditions previously in effect. Members will be notified in advance of any rules and policies that are repealed, revised, amended, or supplemented. Rules and policies may be changed at the sole discretion of management, but member input is always welcome. Members and guests use the club facilities and equipment at their own risk, and must use reasonable judgment and caution at all times to ensure their personal safety. The Club assumes no liability for injuries caused to members or guests while they are on Club premises.

UNAUTHORIZED FACILITY USAGE

Members are prohibited from using the Club facilities for the operation of any professional or personal business, including but not limited to diving, swimming, tennis lessons, personal training, or any other forms of products, services, sales, coaching or sports management programs. Furthermore, members may not hire or invite a personal trainer or any other outside professional to conduct any business inside the Club without written approval from OVAC. Trainers or coaches who accept compensation for services must be club employees or have a contractive agreement with Club management in order to train others.

MEMBERSHIP

- A. Swim and Health Membership: Includes use of all facilities *except the tennis courts*. Swim and Health members may use the tennis courts by paying a guest fee. This is limited to two times per month per person.
- B. Full Facility Membership: Includes unlimited use of all club facilities.

Classes of Membership

1. Single Membership: This membership is available for individuals aged 18 and older. Individuals may choose Swim and Health or Full Facility.
2. Couple Membership: This is for two people in a family. Combinations could include: husband and wife, parent and child, or two siblings. Included children must be under the age of 25 and live at home. Unmarried couples must reside together and show proof of joint checking and joint residence.
3. Family Membership: Available for any combination of husband, wife, and children under 25 who live at home. Children 25 years and older must join separately as single members. No other individuals may be included in this membership.
4. Junior 14-17: Children aged 14-17 may join individually and may choose Swim and Health or Full Facility. Parental signatures are required.
5. Juniors: Children aged 1 ½ to 13 may join individually. Parental signatures are required. Juniors must be properly supervised at all times. (See Junior Rules on Page 7.)
6. Senior Memberships: Available to individuals 65 years and older. Please contact the Membership Department for details.
7. Corporate Memberships: Any of the above may be included in corporate memberships. There are a minimum number of memberships required to start and maintain a corporate account. These memberships enjoy a discount on the joining fee, and in some cases, the monthly dues. Please contact the Membership Department for details.

NANNY AND CHAPERONES

Individuals who care for the children of members may do so at the club at no charge. Please fill out a Chaperone Agreement at the Membership Desk. This does not entitle the individual to use the Club in any way. If the family wishes for a caregiver to use the facility (i.e. be in the pool or on the tennis court) with the children, or use the club individually, a single membership or a nanny membership must be purchased. Please contact the Membership Department for details.

MEMBERSHIP

1. Memberships are assumed to be active and are subject to monthly dues unless **WRITTEN** notice of cancellation is received by OVAC thirty days prior to the date of membership cancellation.
2. Memberships are subject to default if the member account is more than 60 days in arrears. Default terminates member use. However, all debts are still due and payable.
3. If legal steps are required to collect an overdue account, the member is also liable for any reasonable collection fees.
4. Payments on member account balances are due by the 10th of the month, and interest is charged on any past due balance.
5. ***Dues are not related to member use of club facilities.*** Dues and other charges must be paid monthly, regardless of the frequency of member use. Dues uphold the validity of a member's license to use the club.
6. All initiation fees are non-refundable, even if the membership is abandoned by the member or defaulted by the club.

UPGRADING AND DOWNGRADING MEMBERSHIPS

Upgrading or downgrading a membership from one category to another is allowed. All requests for membership changes must be made in writing and no retroactive changes will be made. The appropriate initiation fee difference must be paid prior to an upgrade. To change your membership, please contact a Membership Representative.

MEMBERSHIP CARDS

OVAC issues all members bar coded key tags. Please present it when entering the club. If you lose your card, please notify the front desk.

CHANGE IN MEMBERSHIP STATUS

When a member changes living status, he or she must notify OVAC in writing within thirty (30) days of that change or be responsible for all back charges and/or fees. Examples of status change requiring notification include death, marriage, separation, divorce, or loss of dependency status by age, marriage, or change of residence. All notices must be in writing and delivered to the club via mail or in person.

MONTHLY BILLS

Monthly dues are billed in advance. Statements are mailed monthly, on the first working day of the month and reflect the charges from the previous month plus the dues for the current month. Your payment is due by the 10th of the month and interest is charged on any past due balance. Memberships are subject to default if the account is more than 60 days in arrears. Any errors in billing must be brought to the attention of OVAC within 30 days. If you would like a description of a particular charge, please call the Club, and ask for the Accounting Department. We are happy to substantiate any charge which appears on your monthly statement.

MEMBERSHIP CANCELLATION

Members are assumed to be active unless written notice of cancellation is received by the OVCA thirty (30) days prior to the requested cancellation date. Dues will continue to be billed and are dues & payable for thirty (30) days after written notice of cancellation is received.

CHARGE PRIVILEGES

Adult members in good standing are afforded charge privileges with a \$300 initial limitation on credit (which includes your monthly dues). Junior members may receive a \$100 initial limit. Member may charge Pro Shop and Snack Bar purchases, lessons, personal training, guest fees, and other account purchases. When making charges to your account, please ensure that the staff member is given your membership code number and full name to minimize billing errors.

If you request that a member of your family not be allowed to make charges to your member account, it is the member's responsibility to ensure that no charges are made.

DUES AND FEES REVISIONS

Periodically it is necessary the OVAC to revise its dues and fees in order to be able to operate our facility in a manner consistent with the Club's philosophy and purpose. OVAC strives to provide the best possible facility for its members and to maintain our facility in top condition. Dues and fees are set to allow the Club to operate in such a manner that these objectives can be met. Member dues are adjusted annually based on the increase deemed necessary by Management to meet the operating budget for the following twelve months.

PAST DUE ACCOUNTS

Prompt payment is greatly appreciated. A member whose account is not current by the 20th of the following month (after normal billing) will be charged a finance charge and may have all charge privileges suspended. This suspension may include use of facilities until the account is brought current. A member whose

account is 60days past due is subject to default and will have all membership privileges suspended, including use of facilities, until the account is brought current, unless special arrangements are made with the Accounting Department,. Suspension means the Club facilities may not be used by anyone listed on the membership until the account is brought up to date.

DRESS CODES

Shirts are required everywhere but in the pool area. Only appropriate tennis attire, which includes proper tennis shoes and shirts, may be worn on the courts. No running shoes, football jerseys, cut-offs, swim trucks, or swimsuits allowed on the courts.

Swimmers, both men and women, are asked to cover up with a robe or shirt when leaving the pool area. No dripping wet suits in the clubhouse, please. (Towels over the shoulders do not qualify as cover-ups.)

Shirts, shorts or sweatpants are required in the Fitness Centers. No jeans or street clothes permitted. Rubber soled athletic shoes are required, and no street shoes, sandals, high heels, or bare feet are permitted.

DISCIPLINARY PROCEDURES

Unfortunately, from time to time, incidents involving general misbehavior or breaking of Club rules arise. Each case is always examined separately, and action may take the form of a written warning. Club use suspension or cancellation of membership based on the facts and severity of the situation.

JUNIOR RULES

The Club shall treat each child on an individual basis. Management reserves the right to restrict usage of certain areas. A junior is defined as a member less than 18 years of age.

OVAC provides a variety of junior programs. See the Front Desk for details. Juniors are expected to follow all OVAC rules and policies. Any misbehavior may result in temporary or permanent suspension of Club privileges.

JUNIORS MUST BE SUPERVISED

Juniors under 14 years old may not use the Club unless accompanied by a parent or they are attending a staff supervised program or lesson.

Juniors must be 16 years old to enter the adult locker room and utilize the saunas.

Juniors under 18 years may not use the adult-only Jacuzzi adjacent to the lap pool and under 14 may not use the weight exercise room or equipment at any time.

The Club staff are not available to supervise your children (except at scheduled times in our childcare facility). Parents with children under 14 years must directly supervise their children at all times or have them enrolled in a scheduled Club program or class. Ask the Front Desk for a schedule.

Game Room

OVAC provides a game room for juniors. It features TV, plus a variety of games. Game Room Rules are posted in the Game Room. Juniors who disobey the rules may have their privileges suspended.

TENNIS COURT BEHAVIOR

Racquet throwing, abusive or foul language or general misbehavior may result in suspension of Club use privileges as determined by Club staff. This policy applies to adults as well as junior players. Juniors may not use the ball machine without direct adult supervision.

SKATEBOARDS, SCOOTERS, AND ROLLERBLADES

Under no circumstances may members ride skateboards, scooters, or rollerblades in the Club parking lot, clubhouse or anywhere on Club premises. Members may not bring these items into the Clubhouse at any time. The Club is not responsible for lost or stolen skateboards, scooters, or rollerblades.

POOL RULES

1. Club Entry Procedures—All members and guests must register at the Front Desk when using Club facilities. (Our pool is for members and guests only.) Guest fees and visit limitations are described in detail elsewhere in this booklet. Members under age 14 must be accompanied by an adult.
2. Dress Code—Appropriate swim wear must be worn at all times in and around the pool area. (Street clothes, street shoes, cutoffs, etc., are not appropriate swim wear and are not permitted.) Hair longer than shoulder length should be tied back or worn in a swim cap.
3. Behavior—No running, pushing, or horseplay will be tolerated in or around the pool. Consult the Pool Rules for further guidelines.
4. Pool Rules—Pool rules are posted on a sign by the pool. Please read the Rules carefully before using the pools.
5. Lap Lanes—Adults wishing to swim laps will be accommodated. During Masters and Jr. Swim team practice, ask the Instructor for available lap lanes set aside in the lap pool.
6. Lifeguards—Call the Front Desk at any time for a Lifeguard Schedule. Children under 14 years must be directly supervised by an adult whenever they use the pools. No exceptions.
7. Lockers—Pool lockers with combination locks are available for monthly rental. Other pool lockers are for day use only. Please see Front Desk for details. Padlocks may be used on day use lockers, but must be removed by closing time. Locks left overnight may be cut off. If this is done, the

contents of the locker will be held at the Front Desk for 30 days and then, if unclaimed, will be donated to charity.

8. Showers—Hot showers are available. Please keep your showers short to conserve energy and water.
9. Drinks, Food, etc., in Pool Area—Drinks around the pool area are allowed as long as they are canned or in plastic cups, no glasses or bottles permitted, eating is permitted on the concrete pool desk, but we request that you thoroughly clean up when finished.
10. Guests—Non-members may visit the Club as guests a maximum of twice a month. Anyone in the pool area who is not a member will be considered a guest and is subject to a guest fee. It is important to note that babysitters are subject to guest fees if they are using the facility.
11. Pool Activity—We offer both an eight lane, twenty-five meter lap pool and a twenty-five yard recreational pool (rec. pool) to meet the needs of both our recreational users and lap swimmers.

JACUZZI RULES

The two Jacuzzis (spas) are a popular retreat for adults wishing to relax and to relieve tension and stress. As a result, both spas are designed mainly for adult usage. No one should sit in the spa for longer than 5 minutes at one time and children under age 14 (whop may only use the round spa) must be supervised by their parents.

Individuals should not utilize the spa while under the influence of drugs or alcohol. Elderly persons, pregnant women, infants, and those with heart conditions requiring medical care, should consult a physician before entering the spa.

Glass containers are not permitted in or around the pool or spa areas. The lap pool spa is strictly for adults only when the round spa is on operation.

SWIM LESSONS

OVAC offers private and group swim lessons. See the Front Desk for more information regarding rate, times, and instructors.

MASTERS SWIM PROGRAM

OVAC has developed a highly popular Masters Swim program. See the Front Desk for information on classes and times offered,

OVAC DOLPHIN CLUB

Each year OVAC lap swimmers who swim more than 50 miles (3219 lengths) in the 12-month period between September 1st and August 31st are inducted into the Dolphin Club. The Dolphin Club begins anew each September 1st. A log of swimming mileage is maintained at the Front Desk in a special notebook.

RENTAL LOCKERS

OVAC members may rent a locker in the Clubhouse locker rooms on a monthly basis. See Front Desk for rental rates and locker availability. Day use lockers are available at no charge, depending on availability.

VALUABLES

OVAC **cannot** be held responsible for lost or stolen property. Please do not bring valuable items to the Club. The Club lockers should not be considered tamper-proof, so be cautious about leaving valuables in them. Please bring any suspicious activities to the immediate attention of the staff. Under no circumstances should members leave valuables in unlocked lockers or in bags left unsupervised.

LOST AND FOUND

Items left at the Club will be placed in lost and found at the Front Desk. Found items will be kept in the “Lost and Found” for 30 days then donated to charity.

OVAC is not responsible for items in lost and found, nor responsible for items left in lockers.

PRO SHOP

The OVAC Pro Shop is open daily and carries tennis apparel, personalized stringing service, tennis balls, swimsuits, sportswear and accessories for men, women, and children, plus fitness accessories. We feature a nice assortment of logoed sportswear also. Purchases may be made by cash, credit card, or charged to your OVAC house charge.

FITNESS CENTER RULES

We would like to encourage all OVAC members to use our Fitness Centers. In order to make your visits safe and enjoyable, we have set the following basic rules:

1. You must be 14 years or older or enrolled in high school (9th grade) to use the Fitness Centers, and must be certified by an OVAC instructor (with a program card on file) to use the equipment. Juniors under age 18 must have a signed liability waiver on file. See the Fitness Director for details.
2. We ask members to wipe down their machine after each use. Gym wipes and towels are available in the Fitness Centers.
3. Shirts, shorts or sweatpants are required. No jeans or street clothes are permitted.
4. Rubber-soled sports shoes are required. Street shoes, sandals, thongs, high heels, or bare feet are not permitted.
5. No food or beverages are allowed. Only water in covered cups or plastic bottles are allowed. Help us keep the Fitness Centers clean and odor free.
6. Return free weight plates to storage racks when you have finished your exercise. Control the weights, don't drop or bang them.
7. No foul language or horse-play will be tolerated.

8. Don't rest or linger at your exercise station. When you have finished a set, move away to allow others to use the equipment.
9. Always use common sense and Fitness Center etiquette when exercising. If you have any questions regarding use of equipment, please ask one of our fitness staff. They are there to serve you.

PERSONAL TRAINING

OVAC offers Personal Training for all members over age 14. The Front Desk has a schedule of trainers and fees. Of you are interested, please see the Front Desk or anyone on our Fitness Staff. All Personal Training sessions must be paid for in advance.

If a member must cancel a scheduled Personal Training session, the member must call at least 24 hours ahead of time or they will be charged for that session. (Such notice allows our trainers the opportunity to fill the now available time slot.) This applies to both paid and complimentary training sessions.

Personal Training sessions are non-refundable. However, if a member purchases session(s) and then decides he or she is not satisfied with the Personal Trainer after the initial session, the member is entitled to a refund for any remaining sessions, as long as the trainer is notified before the second session. At any time, if a member is not satisfied with his or her Personal Trainer, they may transfer any remaining sessions to another OVAC Personal Trainer.

TEAM 100

Each year OVAC members who complete at least 100 exercise sessions between January 1st and December 31st are inducted into Team 100. Team 100 begins anew each January 1st, however members may join at any point during the year. Please log each session in the special Team 100 notebook in the Fitness Center.

TOWEL POLICY

Lost towels are a constant, unneeded expense for the Club. Please put your used towel in one of the towel bins. Please don't leave used towels on the floor or on the benches. We appreciate your help.

OUTSIDE FOOD AND BEVERAGES & ALCOHOLIC BEVERAGES

OVAC reserves the right to prohibit outside food and beverages from being consumed on Club grounds. Special permission is required to bring personal food or beverages into the Club. Please make your requests at the Front Desk. We encourage your support of our Food and Beverage facility year round, which enables us to be open longer hours and offer a wider selection of items for your convenience. Under the terms of our liquor license, the California Alcoholic Beverage Control Department (ABC) does not permit uncontrolled consumption of alcoholic beverages on Club premises. We are licensed to sell, as well as to supervise and control all alcohol consumption. As a result, alcoholic beverages purchased outside the Club are not permitted on the premises. This means any alcoholic consumed on our premises must have been purchased at the Club. We appreciate your understanding and cooperation.

ZERO TOLERANCE POLICY

OVAC does not sell alcoholic beverages to minors and does not permit minors to consume alcohol anywhere on Club premises (including the parking lot). Any minor consuming alcohol or any adult serving a minor alcohol at OVAC will have their membership revoked.

PETS

No dogs or other pets (whether leashed, caged, or boxed) are permitted on the Club grounds. This includes the parking lot area.

COMPLAINTS OR SUGGESTIONS

All complaints, suggestions, or compliments should be submitted in writing on Member Concern Forms (MCF's) and left with the Front Desk. We encourage their use and welcome member criticism and concern for the betterment of the facilities & services we provide. All forms are reviewed and answered by the staff as soon as possible.

EMPLOYEES

OVAC strives to meet our customer needs at all times. If a member has a complaint about an employee please fill out a Member Concern Form or speak to one of our Managers. We ask our members not to discipline or interfere with any employee in the discharge of his or her duties.

SMOKING

Smoking is **NOT** allowed anywhere on the premises. This is a City of Ojai Ordinance.

GLASS CONTAINERS

For safety reasons, no glass containers are allowed on the pool deck or around the spas at any time.

MEMBER PHONE MESSAGES

If you are expecting a message, please check the Front Desk for personal messages. Front Desk personnel cannot leave their station to deliver messages on Club premises nor can they page members. OVAC staff cannot be held responsible for ensuring member messages are delivered.

PARKING

Please park in the marked parking spaces and avoid the no-parking zone at the bike rack, the handicapped spaces, and the red curb area. These areas are marked no-parking for fire and rescue access required by the city, fire, police, and health department. Illegal parking in our handicapped zone may result in a police citation. When picking up children, please do not double park or block the entrance to the Club.

GUEST RULES

OVAC welcomes guests. We ask all guests to comply with the following rules and policies:

1. Guests (non-member) may use the facilities only twice per calendar month. Our Membership Department has information on short term memberships for guests wishing to use the club more than twice per month.
2. Members must accompany guests to the Club and are responsible for their behavior, dress and adherence to Club rules.
3. Guest fees are based on all or any portion of a single 24-hour day. Guest fees apply regardless of how long the guest uses the Club.
4. All persons, two years and older, are subject to guest fees if they use the facilities.
5. Persons from out of the area staying with members for a week or more may purchase short term memberships. See the Membership Department for details.
6. Members who, in the opinion of staff, intentionally abuse guest policies will be asked to leave the premises immediately. Repeated violations of guest registration rules may result in disciplinary action.
7. All guests must fill out and sign a guest registration and liability waiver form when entering the Club. Guests under age 18 must have their parent sign the liability waiver. This signature must be witnessed by an adult.

8. The Overhead Café and Friday Night Happy Hour are open to members and their guests only. Non-members attending Happy Hour will be charged a guest fee.

TENNIS COURT POLICIES WEEKENDS AND HOLIDAYS

Doubles have priority between the hours of 8:00am and noon Saturday, Sunday and holidays. Courts 1 and 2 are reserved on Mondays, Wednesdays, and Fridays at 7:00am, plus Tuesdays and Thursdays from 4:00pm to 7:00pm for Doubles. Please use other available courts if you are not directly involved in these special, weekly events.

TENNIS COURT PROTECTION

Please do not use the fence or windscreen as a backboard. No black-soled shoes allowed in the courts. No food, gum or smoking allowed on the courts.

CLAY COURTS

OVAC offers four clay courts for member use. All players must sweep their courts after each use. We also ask members to clean the clay off their shoes after using the courts. We provide special shoe cleaners for this purpose.

INTERCLUB LEAGUE

Our tennis members have organized several Interclub teams. These leagues play other clubs in the area. If you are interested, please contact our Tennis Director for details.

TENNIS CODE OF ETHICS

The Southern California Tennis Association has adopted this Honor Code of Ethics in order that all tennis players will know what is expected of them players and as spectators and thereby enhance the enjoyment of the game for everyone.

1. It is considered unsportsmanlike conduct if you engage in (a) abusive display of temper, (b) obscene language or gestures, (c) loud or abusive language, (d) swearing, (e) racquet throwing, (f) hitting the ball in anger, (g) “gamesmanship” or stalling, (h) cheating.
2. If you do not have an umpire, then you must call all balls as if you were a linesman...except that any doubt must be resolved in favor of your opponent when requested.
3. In the absence of an umpire, it is the responsibility of the server to call out the score.
4. Do not question your opponent’s call. Ask your opponent’s opinion when he is in a better position to see the ball than you. Do not enlist the aid of a spectator.
5. Call of “out” and “let” should be made instantly. A delay or doubtful call implies that it was not seen clearly, and a ball you cannot call out is presumed good.
6. In returning service in doubles the receiver’s partner must call the service for him. If one partner calls the ball good and the other calls it out, the point goes to the opponent as doubt has been raised.
7. When the first serve is obviously out, it is discourteous to return it across the net.
8. You must volunteer honestly against yourself for such violations as double-hit, double-bounce, ball touching your body or clothing, touching the net, reaching over the net, etc.
9. Never try to take advantage of an opponent by serving before he/she is ready. Your opponent may ask for a “let” if you “quick serve” him.

However, if he/she either hits the ball or tries to hit the ball, he/she cannot then claim he was not ready.

10. Warm-up time shall not be in excess of five minutes. Play will be continuous and time between change-overs shall be limited to one minute. Rest period between sets should not exceed 5 minutes.
11. With matches going on in adjoining courts, please extend the same consideration to other players that you would want for yourself. Do not retrieve your ball from or behind the adjoining court while play is going on. Do not ask for your ball or return a ball to the adjoining court while play is in progress.
12. If there is a disagreement as to the score, it can only be decided by the spin of the racquet.
13. Spectators must show consideration for the players by avoiding distracting movements and loud conversation while a point is in progress. If it is necessary for the player to request quiet of an audience, it should be done in a gentlemanly manner and through an umpire if one is present.
14. Courtesy should be extended to your opponent. Offer to spin your racquet to determine side and service. At the conclusion of the match, shake hands and, if your opponent has won, offer him your congratulations.
15. Proper tennis attire is required on the courts. Players are not allowed to play without wearing shirts.
16. Players must show consideration for other players on adjacent courts. Please show common tennis courtesy by minimizing loud conversations and not walking behind a court while play is in progress.