

APPROVED BY  
Order No. A-535 of the Rector of  
Kaunas University of Technology  
Of October 31 2017

**INTERNAL RULES OF PROCEDURE  
OF THE SPORTS CLUB  
OF THE SPORTS CENTRE  
AT THE SERVICE MANAGEMENT OF  
KAUNAS UNIVERSITY OF TECHNOLOGY**

**CHAPTER I  
GENERAL PROVISIONS**

1. Internal Rules of Procedure of the Sports Club of the Sports Centre at the Service Management of Kaunas University of Technology (hereinafter – Rules) establish the procedure for the Sports Club's visitors' behaviour and use of services of the Sports Club (hereinafter – Sports Club) of the Sports Centre at the Service Management of Kaunas University of Technology (hereinafter – University).

2. Provisions of the Rules are applied as far as these legal relationships are not regulated by the law of the Republic of Lithuania, other normative legal acts and the University's Statute. The Rules are obligatory to all visitors of the Sports Club.

3. The Rules can be amended and/or supplemented by an individual order of the Rector, taking into consideration amendments of the legal acts of the Republic of Lithuania, hygiene standards or consumers' needs.

**CHAPTER II  
GENERAL RULES**

4. Before visiting the Sports Club visitors are recommended to undergo health inspection and consult their doctor to make sure if their health condition is appropriate for the use of the Sports Club's services.

5. University's students (with student identity card or member card issued at the reception desk) and University's employees (with employee identity card or member card issued at the reception desk) can visit the Sports Club.

6. The visitor, who enters the Sports Club with student identity card, employee identity card or member card issued at the reception desk, is issued the key for the changing cabinet and internal magnetic card at the reception desk.

7. Maximum duration of the visit at the Sports Club – 2.5 hours.

8. At the time of registration the visitor has to get acquainted with the Rules.

9. Each visitor acquires a right to use services provided by the Sports Club after confirmation in the electronic registration system or confirmation by signature at the Sports Club that he/she has acquainted with the Rules and undertakes to follow them unconditionally.

10. Persons under the influence of alcohol are not allowed into the Sports Club.

11. It is prohibited to smoke, consume alcohol or other intoxicating and psychotropic substances in all premises of the Sports Club.

12. Visitors are prohibited to enter the premises of the Sports Club's employees.

13. In case of conflicts and/or threat of damage (material or physical) the police and security services are called.

14. If visitor fails to follow requirements of the Rules and additional warnings in the places of exercising at the Sports Club, his/her reservation for the current month can be terminated from the moment of the record of such violation.

### **CHAPTER III REGISTRATION IN THE RESERVATION SYSTEM AND MAKING OF RESERVATIONS**

15. Visitors can visit the Sports Club only with pre-registration in e-reservation system.

16. A visitor, who wants to register in the registration system, has to enter the requested data of his/her student or employee identity card in the system.

17. Registration for the next month is available from the 15th day of the current month (inclusive).

18. Administration of the Sports Club reserves the right to change working time that is announced on the website [sportas.ktu.edu](http://sportas.ktu.edu).

19. One person can register to 17 sessions in a month at most.

20. Visitor can use registration system to change time and date of registration, revoke his/her registrations and register additionally, if there is time available. Registration can be revoked until the beginning of the session.

### **CHAPTER IV RULES IN THE GYM**

21. At the places of exercising visitors have to:

21.1. Wear orderly clothes and clean sports footwear. It is prohibited to exercise barefoot and wear football boots. It is not recommended to wear shoes with flat and thin soles, and slippers;

21.2. Put a towel on the bench while performing exercises at the gym;

21.3. Ask another person (trainer, friend) for help while lifting heavy weights;

21.4. Make sure the place is orderly after exercising (put weights and free weights to their place).

### **CHAPTER V RULES IN THE HALL OF GROUP SESSIONS**

22. Persons, who arrive late, are not allowed into the hall.

23. During group sessions it is prohibited to use mobile telephones and chew chewing gum.

24. Persons can enter the hall only wearing clean sports footwear.

25. The used inventory has to be put back in place after exercising.

### **CHAPTER VI RULES IN THE PREMISES OF SAUNA, POOL, SHOWERS AND CHANGING ROOMS**

26. It is prohibited to run, frolic and push each other in all premises.

27. It is mandatory to have personal slippers in the sauna's dressing room and showers.

28. It is mandatory to take a shower before going to the pool, before and after sauna.

### **CHAPTER VII**

## **VISITOR'S RIGHTS**

29. Visitors have a right to exercise in the hall of group sessions and in the gym, use sauna and spa procedures in specified hours and under specified procedure.

## **CHAPTER VIII VISITOR'S OBLIGATIONS**

30. Visitors are obliged to:

30.1. Ensure accuracy of provided personal documents;

30.2. Get acquainted with rules and methods of use applied to the equipment at the Sports Club, use Sports Club's inventory and equipment only for their intended purpose. In case of any uncertainty regarding the use or purpose of equipment and inventory, immediately apply to the Sports Club's employees for information;

30.3. Notify the Sports Club's employees if they notice any defects of inventory, equipment, etc.;

30.4. Bring their own towel to put on the training equipment when going to the gym;

30.5. Leave the key to the dressing cabinet, magnetic card or other inventory issued by the Sports Club at the registration desk when leaving the Sports Club.

## **CHAPTER IX SPORTS CLUB'S RIGHTS**

31. Sports Club's employees have a right to:

31.1. Require from visitors to follow these Rules;

31.2. Change the Sports Club's working time during the season. Visitors are informed about the changes in the Sports Club's notice board and on website [sportas.ktu.edu](http://sportas.ktu.edu). Sports Club does not work on public holidays;

31.3. Change schedule of group sessions;

31.4. Require from visitors to provide personal identification documents, if needed.

## **CHAPTER X SPORT CLUB'S OBLIGATIONS**

32. To provide sports services in gym and halls of group sessions.

33. To consider reasonable remarks and requests of visitors in the most expeditious manner.

## **CHAPTER XI RESPONSIBILITY**

34. Visitor takes a full responsibility for the visitor's health problems and accidents occurring while visiting the Sports Club. Sports Club is not responsible and does not reimburse any material and non-material damage caused to the visitor's health and life, except when such damage is caused by the Sports Club. Visitor takes a full responsibility for health problems and accidents in the premises and territory of the Sports Club.

35. Visitors leave their personal belongings in the locked cabinets in the changing rooms. The items have to be taken from the cabinets until the end of each reservation session. Sports Club is not responsible for disappearance, loss or damage of the visitors' personal belongings. Please, do

not leave your personal belongings unattended. Left visitor's belongings are stored at the Sports Club for up to 7 calendar days.

36. In case of registration and failure to arrive at the Sports Club or being late to leave the Sports Club on time for 2 times, the following penalties are imposed: all reservations of the current month are automatically revoked and the visitor is not allowed to register to the sessions during that month. The visitor can only register for the next month.

37. The visitor, who loses the card, has to pay a penalty of 6 (six) EUR; only then he/she is issued a new card.

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