



FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

## Meadowlands YMCA

**Address:** 390 Murray Hill Parkway

East Rutherford, New Jersey

Phone: 201-955-5300

**Email:** [info@meadowlandsymca.org](mailto:info@meadowlandsymca.org)

**Web:** MeadowlandsYMCA.org

### **Hours of Staffed Operation:**

Monday through Friday – 5am to 10pm

Saturday through Sunday – 7am to 7pm

### **MEMBERSHIP POLICY**

The Meadowlands YMCA has designed the following Membership Policies & Rules to ensure a safer and more enjoyable environment in which to exercise. So, please be thoughtful and observe the Policies and Rules that you, and all members, agree to follow. The YMCA may, in its sole discretion, modify the Policies and Rules without notice at any time. It's your responsibility to know and follow the most current Policies and Rules in accordance with your YMCA membership contract.

### **VIOLATION OF RULES:**

If any member violates any of the Policies or Rules, the YMCA will ask that person to stop or with management is possible. A violation may also cause the YMCA to terminate the violator's membership according to the terms of their Membership Agreement.

### **Entrance Policy:**

#### **A. MEMBERSHIP CARDS :**

1. Each member will receive a membership card. This card will be required to enter the facility. A fee of \$5.00 may be charged to replace lost membership cards. If the card is worn from use we will be happy to replace it at no charge.
2. AT NO TIME can you give your key fob to someone else for use. If security reviews find unauthorized use, your key fob will be put on "freeze" status, and this may lead to membership termination.
3. If your card is lost or stolen you are responsible to immediately contact the YMCA. Replacement cards are \$5.00.



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4. Your key fob will be on “freeze” status when membership is cancelled. All are encouraged to return their key fob upon membership cancellation.

## **B. CHECK - IN:**

You enter the YMCA by presenting your membership card to the staff on duty at the Welcome Center Desk. Your image will appear on the check-in screen when the computer scans your card. If you forget your card, you will be warned up to 3 times before you may be denied access to the facility if you do not purchase a new swipe card.

## **C. LOCKER ROOMS**

1. The men’s and women’s locker rooms are for members and guests eighteen (18) years and older. Members and guests ages 17 and younger are to use the boy’s and girl’s locker rooms. Young children who need to be supervised by a parent are to use the family locker room and be supervised at all times.

&. As a precaution, we encourage you to bring your own lock and not to bring valuables in the YMCA. The YMCA will not be responsible for lost, damaged or stolen articles.

' . The YMCA will have a limited number of rental lockers available on a first-come, first-serve basis. A monthly rental fee will be assessed. Locker rentals are non-refundable.

( . The YMCA rents lockers for a 12 month yearly fee of \$90.00 for a half locker or \$180.00 for a full locker (pending availability).

) . For your safety, please use caution when walking on all wet surfaces in locker, shower and pool areas.

\* . Please be courteous of the other adults who are using the locker rooms.

## **D. TOWELS**

1. Towels will be provided solely at the Welcome Center.

2. A monthly add on fee of \$10.00 will be assessed for service.

3. Please limit your towel usage to 2 towels per visit.

4. Please return all towels to the designated drop areas located.



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## GUEST POLICY:

1. Guests will need to register at the front desk before admission. For security, Photo ID is required for guests 18 and older. Only adult members with active memberships are allowed to bring in guests. Member must accompany their guest at all times, and is responsible for their guest. A guest must be 18 years of age OR accompanied by an Adult member. Members are not allowed to bring in groups (defined as more than two non-members) of guests. The Y reserves the right to limit guest passes. Abuse of the guest policy; can result in the termination of the membership.

ADD – ON: \$25.00 monthly add on for unlimited guest privileges. This privilege indicates that **one** guest may be brought to the Meadowlands YMCA at a time provided the member is 18 and a waiver is signed for the guest.

## ATTIRE POLICY:

All members will be expected to wear proper workout attire for their particular activities. Please wear shirts during workouts and in workout areas. No street clothes, street shoes or boots will be allowed in the fitness area or basketball courts. Shirts and proper footwear are required in all workout areas; open toed shoes are prohibited. Swimmers must dry off and have shirt or “cover up” on when outside the pool area. Swimsuits or towels are required while using the steam room and sauna. Attire must be clean and appropriate. A YMCA staff member may ask you to leave or change clothes if attire is not appropriate or may be offensive to other members.

## LOST & FOUND AND VALUABLES POLICY:

1. The YMCA will not be responsible for articles lost, stolen or damaged at the YMCA.
2. You are advised to leave valuables at home.
3. Lost & Found items will be kept at the Reception Desk for a maximum of two (2) weeks and then they are stored until the YMCA decides to donate them to charity.
4. All lost items must be identified in person. No confirmations of found items will be given over the phone.

## CODE OF CONDUCT POLICY:

Meadowland YMCA is a not-for-profit organization that embraces the core values of caring, honesty, respect and responsibility. By joining the YMCA, you as a member are agreeing to subscribe to these operating values. If at any time your behavior does not support these values, the YMCA has the right to revoke your membership status.



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The YMCA is promoted as a safe and welcoming environment for all members and guests, therefore you shall:

- Act appropriately at all times and in a mature and responsible manner"
- Respect the rights and dignity of others"
- Refrain from language or any action that can hurt or frighten another person or that falls below a generally accepted standard of conduct"
- Be responsible for your personal comfort and safety and ask any person whose behavior threatens your comfort to refrain. If you feel uncomfortable in confronting the person directly, report the behavior to a staff person, director or manager on duty.
- The YMCA monitors the National Sex Offender Registry. Persons on this list will not be eligible for YMCA membership, program participation, guest privileges, volunteer or employment opportunities with the YMCA.

**Prohibited actions specifically include:**

- Inappropriate attire
- Smoking and the use of e-cigarettes as the YMCA is a smoke! free environment
- Angry or vulgar language includes swearing, name-calling or shouting
- Physical contact with another person in any angry or threatening way
- Any demonstration of sexual activity or sexual contact with another person
- Harassment or intimidation by words, gestures, body language or any menacing behavior
- Theft or behavior that results in the destruction of property
- Carrying or concealing any weapons or devices or objects that may be used as weapons
- Using or possessing illegal chemicals or alcohol on YMCA property, in YMCA vehicles or YMCA sponsored programs
- Using of video/photography devices throughout the facility except on Parent Observation days and at Special Events
- Any other conduct of any inappropriate, threatening or offensive nature
  - Be mindful of personal hygiene. We reserve the right to ask a member to leave the facility if they exhibit an offensive odor.
  - Use of cell phones in the Wellness area shall be limited to audio or video playback or reading applications.
  - Members and guests shall identify themselves to staff when asked.

## **DAMAGE POLICY:**

Members are responsible for any damage they cause to YMCA property and/or property of other members.



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## **EMERGENCY POLICY:**

911 Emergency Exits are clearly marked throughout the YMCA facility. In the event of an emergency, contact the nearest staff member or the Reception Desk and follow instructions. You can dial 911 from any YMCA phone to notify the local authorities in the case of an emergency. Always notify a staff member as soon as an accident or injury occurs.

### **A. EVACUATIONS:**

All emergency exits are clearly marked; please familiarize yourself with their locations. Should an evacuation of the facility be required for any reason, follow the directions of YMCA staff to ensure a safe and orderly exit from the building.

Fire Alarm: If the fire alarm sounds please STOP all activity and wait for instructions from staff.

### **B. INCIDENT REPORTS:**

In the event that first aid or corrective action is provided to you, or for you, the staff responding is required to ensure that proper documentation is provided for our records.

### **C. MEMBER RESPONSIBILITY:**

Members are expected to assist us in an emergency by following the instructions from staff in order to resolve the situation as efficiently and safely as possible. Staff on Duty is the staff designated to take a lead role in the daily operations of the facility and also in the event of an emergency. Please assist us in following their directions.

## **SPECIAL EVENTS POLICY:**

Announced special events will have precedence with facility usage. The YMCA may restrict usage for all or parts of the facility to accommodate special events. Please refer to our website, face book, and program schedule for a listing of special events and the areas they will occupy.

### **A. MAINTENANCE CLOSURES:**

Management reserves the right to close part or all of the facility for necessary repairs and maintenance.

## **MEMBER ACCOUNT POLICY:**

### **A. BILLING/DUES:**

1. Dues will be collected on an annual or monthly basis. Annual dues will be billed one month prior to the anniversary date. Monthly dues will be collected each month by EFT



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(electronic funds transfer), credit card deduction, and cash payments. The funds transfer will occur on the 1st of every month. We require fifteen (15) days to process the monthly fees; therefore the 15th of the month is the cut-off date for changes in your electronic payments. Your monthly dues are not based upon attendance or failure to use the facility. Dues will be deducted on a month-to-month basis. Memberships may be terminated by filling out a cancellation form before the 15th of the month prior to the date of the draft. The joining fee is a non-refundable processing fee.

#### **B. DELINQUENCY:**

1. After electronic payments have been processed, any delinquent accounts will be notified via e-mail. If a member's EFT is not honored, the YMCA has the right to assess a \$20 service fee and collect all current and past due balances. If payment is not made, the membership will be terminated.

#### **C. INACTIVE MEMBERSHIP STATUS (ON-HOLD)**

1. Memberships run continuously unless a temporary suspension is approved in writing by YMCA Membership Director. Upon approval, any member in good standing may convert to on-hold status at a \$10.00 charge monthly provided that he/she is temporarily relocated for a period of at least three (3) consecutive months or is ill/injured for at least thirty (30) days. A physician's note or proof of relocation is required. Upon reactivation of the membership, normal monthly billing will proceed at the applicable rate. All holds are from the 1<sup>st</sup> to the end of the given month.

#### **D. DUES ADJUSTMENT:**

1. Dues are subject to adjustment as determined by the management and YMCA Board of Directors. Thirty (30) days notice will be given to members of any upcoming adjustments. It is your responsibility to ensure the YMCA has your current mailing address and e-mail address for such notices.

#### **E. CONTACT AND BILLING INFORMATION:**

1. It is the responsibility of the member(s) to provide the YMCA with any changes in address, phone, e-mail, credit card expiration, or other billing information no later than ten (10) days prior to the next billing date.

#### **F. MEMBERSHIP CLASSIFICATION DEFINED:**

1. Youth Membership ages are 0 – 12 years old.
2. Teen Memberships is for 13-17 year olds.
3. Young Adult Membership is for 18 – 22 year olds.
4. Adult Membership is for 23 – 61 year olds.



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5. Senior Membership is for 62 and older.
6. Senior Couple Membership is for two senior adults in the same household 62 and older.
7. Family Memberships include two adults and their children ages 22 and under.
8. Corporate Memberships apply to the employees of a company who joins the YMCA under the provisions of the Corporate Wellness Program.
9. Paid in Full Memberships: receive 10% off for one year. NO REFUNDS

## **CANCELLATION POLICY:**

Memberships may be terminated by filling out a cancellation form before the 15th of the month prior to the draft. If cancelling on or after the 15th of the current month, the draft will still be in effect the following month. It will then be stopped the next consecutive month. Also, if a member chooses to rejoin the YMCA, they have a period of thirty (30) days in which to rejoin without paying the initial non-refundable joining fee.

## **YOUTH POLICY:**

(Children under the age of 12) The YMCA is dedicated to promoting youth development. The following youth guidelines are in place so that your children will be cared for and properly supervised. Thank you for your cooperation.

- Children under the age of 12 may NOT be in the facility without a parent/guardian on the premises. The YMCA reserves the right to confirm a child's age.
- Children age 12 and under without a parent/guardian on the premises will not be able to participate in unsupervised activities. Parents will be called to pick up their child.
- Youth Facility members ages 9 - 11 can utilize the Gymnasium, Swimming Pool, A parent/guardian MUST be on the premises of the YMCA.
- Child Facility/ member's ages 0 - 8 must be under DIRECT Parental or Guardian supervision whenever they are at the YMCA, unless they are enrolled in a YMCA Program or in YMCA Babysitting. "Direct supervision" means that the parent/guardian is in the facility area with the child (i.e. in the swimming pool, in the gymnasium).
- Children ages 0 - 10 are not allowed in the Wellness Center.
- Children over the age of 5 are not permitted in any locker room of the opposite sex.

**\*NOTE: Guardians must be age 18 or older.\***

Non-Facility Members: Child/Youth Program members are only permitted in the facility to attend the YMCA program they have registered for. Program cards must be presented upon entering the facility. Parent/guardian must enter the building with the child and remain on the YMCA premises for the duration of the program.



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## **ALWAYS BE SAFE:**

1. To help your workouts remain the positive experiences, as they should be, please be aware of your surroundings and take some simple precautions. Leave valuables at home, work, or locked in the trunk of your car, and always out of plain view. If it's dark, park your car in a well-lit spot and try to leave and return with others. Always be aware of loiterers or people acting suspiciously, and report any such activity to YMCA staff or police immediately.