



UNIVERSITY OF OKLAHOMA TENNIS CLUB POLICIES AND PROCEDURES

Hours of Operation- The University of Oklahoma Tennis Club is open every Monday through Friday from 9:00 a.m. until 7:00 p.m., Saturdays from 9:00 a.m. until 5:00 p.m., and Sundays from 1:00 p.m. until 5:00 p.m. During OU spring and fall semesters, The OU Tennis Club will be closed between the hours of 2:00 pm until 5:30 pm for team practices. The OU Tennis Club will be open additional afternoons when the OU tennis teams are traveling. Call the front desk at 405-325-6139 for additional hours.

Extended Hours- The OU Tennis Club offers extended hours from 7 – 9 pm, Monday through Friday. Extended hours must be reserved 48-hours in advance.

Court Reservations- All court reservations must be made by phone by calling 405-325-6139. Reservations may not be made by voicemail or email.

Parking- All participants must park in authorized lots and may not block fire lanes, entrances and exits or other emergency areas. Free parking is available in the lots between the Gregg Wadley Indoor Tennis Pavilion and the Lloyd Noble Center. During OU events, such as OU home football games, the parking lot may be reserved for other users. There is a parking lot entrance further east on Imhoff that will have a sign for RV parking. Inform the parking attendants that you are with the OU Tennis Club, and you will be allowed free parking.

Shoe Policy & Attire- Whether playing indoors or outdoors, only tennis or non-marking soles are allowed. All black-soled shoes are prohibited. Shirts must be worn at all times.

Coaching Policy- Only University of Oklahoma Athletics Department approved coaching-staff are allowed to give lessons at the OU Tennis Club. Any club member(s) and/or coaches who have not been approved by the University of Oklahoma Athletics Department disrespecting this policy will be asked to refrain from further coaching on the OU facilities. A second violation will result in the OU Tennis Center staff requesting the club member(s) and/or non-approved coaches in violation leave the facility. A third violation will result in a revocation of membership status and/or denial of future access to the facilities.

Court Access- Only players with reservations and University of Oklahoma Athletics Department approved coaching-staff are allowed to access the indoor and outdoor courts of the Gregg Wadley Tennis Pavilion and the Headington Family Tennis Center. Spectators are invited to watch lessons and matches from the indoor and outdoor stadium seats and the outdoor pavilions. This also applies to parents accompanying junior players.

Court Fees- Indoor and outdoor court fees will not be assessed to OU Tennis Club members who are current on membership dues. Members who are not current on membership dues and all Guests will be assessed a \$10 per hour indoor court fee and \$5 per hour outdoor court fee. Court fees are assessed on an hourly basis, not on a per-guest basis (i.e., multiple



UNIVERSITY OF OKLAHOMA TENNIS CLUB POLICIES AND PROCEDURES

guests will not each be required to pay the hourly court fee). Guests who are playing on a court with an OU Tennis Club Member will not be assessed an hourly guest fee.

Guest Fees- Non-members may use the facilities by paying a daily guest fee. Individual guest fees are \$15 per day, and family guest fees are \$20 per day (“family” is defined as immediate family only: spouses, children and dependents 22 years of age and younger). Guest fees are in addition to court fees. All applicable guest fees and court fees must be paid at the time the Guest(s) arrive at the facility. Guest fees for individuals who do not check in at the front desk may be billed to the Member responsible for the court reservation.

Membership Contract & Dues- Membership to the OU Tennis Club is governed by the terms of the OU Tennis Club Membership Contract. All terms and conditions of the Membership Contract must be observed and abided by for membership privileges to attach, including timely payment of membership dues.

Family Memberships- Family is classified as immediate family only: spouses, domestic partners, children and dependents. Children and dependents may enjoy the full benefits of family membership until 22 years of age. Family memberships do not include extended family, such as grandparents, cousins, aunts or uncles.

Full-Time OU Student/Full-Time OU Faculty/Full-Time OU Staff Membership- OU Students must provide documentation of a minimum of 12 hours of coursework for the current semester to qualify for the then applicable membership rate. OU Faculty and Staff must provide written documentation of full-time status with OU to qualify for the then applicable membership rate.

Weekend Membership- Weekend members may use the indoor and outdoor facilities during regular weekend hours. Any facility use outside of weekend hours will incur standard guest fees and court fees.

Payment of Monthly Charges- OU Tennis Club Members and Guests may provide a credit card number to establish a House-Account for automated monthly billing. House Accounts will be billed on the 15th of each month. A statement will be emailed to all House Accounts on the 15th, reflecting the charges that have been billed. In the event that the charges are denied, the House Account will be deactivated and the Member or Guest will be notified by email that a new card must be provided in order to re-establish the House Account. Members and Guests opting out of the House Account billing method will be invoiced monthly. Monthly charges must be paid on or before the 15th of each month. All checks for membership dues shall be made payable to the University of Oklahoma Tennis Club.



UNIVERSITY OF OKLAHOMA TENNIS CLUB POLICIES AND PROCEDURES

Court Reservations- OU varsity matches, practices and tournaments are first priority for indoor and outdoor use. Court reservations are subject to varsity team schedules and other OU sanctioned events. In the event of rain or other inclement weather, an indoor court booking is subject to being reassigned for the varsity team or OU sanctioned event usage. Reservations for indoor and outdoor courts can be made no more than 6 days in advance. Specific courts cannot be guaranteed. Reservations can be made by contacting the OU Tennis Club at 405-325-6139. Reservations are considered to be canceled ten minutes after the reservation time if no one is playing on the reserved court, the court may be reassigned to another member.

Ball Machine Rental- When not in use by the OU tennis teams, the ball machine may be rented by an OU Tennis Club Member or Guest. The first hour of use is free, and each additional hour is \$10. Cancellations must be made at least 24-hours in advance of the reservation. Any cancellations that are not made 24-hours in advance will be assessed a \$10 per hour cancellation fee.

Equipment Rental- Racquets and shoes may be rented from the front desk. Equipment rental is \$4 per time used.

Ball Hoppers- Members and guests may check out ball hoppers from the front desk. One ball hopper is allowed per court. Ball hoppers are not guaranteed to be available for all six courts.

Private Lesson Cancellations- All private lessons must be cancelled at least 24-hours in advance of the reservation. Exceptions can be made for illness or emergencies. Scheduling conflicts do not qualify as an emergency. Any cancellations that are not made 24-hours in advance will be assessed a \$10 per hour cancellation fee.

Locker Rooms- Locker rooms and adjacent restrooms with showers are available on a limited availability to OU Tennis Club Members and Guests. Women's lockers are available for rental to OU Tennis Club Members for \$10 per month. Members must provide their own locks. The University of Oklahoma, its agents, employees, and assigns are not responsible for lost or stolen items. Please keep all valuable items with you at all times.

Group Rentals- Discounted rates are available to groups seeking to rent all or part of the facility for a designated time period. Please contact the facility manager for further information.

Building Closures- The OU Tennis Club will be closed on the following holidays: New Year's Eve, New Year's Day, Easter, Memorial Day, Independence Day, Labor Day, OU vs Texas football game day, Thanksgiving Day, Christmas Eve, and Christmas Day.

Facility Property- Facility property shall not be removed from the facility (e.g., water coolers, signage, ball hoppers, etc.).



UNIVERSITY OF OKLAHOMA TENNIS CLUB POLICIES AND PROCEDURES

Impermissible Items: The following items are NOT permitted on the tennis courts at any time:

- Glass containers of any kind.
- Gum or candy.
- Bicycles, skateboards, roller blades, or any other non-tennis equipment or activity.

Waiver of Liability and Damages- Persons under the age of 18 must have the signature of a parent or guardian assuming financial liability for membership and a waiver of claims for the minor. Any damages to property or equipment by any member, member's guest or dependent children shall be paid for by the member. All persons 18 years of age and older, including members and guests, must sign an Acknowledgement and Assumption of Risk and Release prior to using the OU Tennis Club facilities.

Amendment to Policies and Procedures- The OU Tennis Club may from time to time adopt other rules or regulations or policies not herein covered and all members will be obligated to comply with such rules, regulations or policies. A current copy of the Policies and Procedures will always be available upon request.