

Hearst Gym Policies

General Use Policies:

- Appropriate footwear is required in all activity spaces. Non-marking shoes must be worn.
- Hard-soled shoes may damage the floor and are not permitted.
- Hitting the floors with sticks or any other hard objects is not permitted. Throwing balls or any other objects against the wall is not permitted.
- Hanging from the basketball rims or any other equipment is not permitted.
- Open-top water bottles, beverages, or food of any kind are not permitted inside any of the activity spaces. Water fountains are located near each activity space.
- Room furniture and equipment must not be taken from rooms (e.g. the classroom desks/chairs in 242, stools from gyms, etc.), and new equipment must not be brought in without prior written authorization.
- All equipment must be set up and taken down by Hearst Gym staff. If equipment is not set up for use, do not use equipment until a staff member is able to set it up.

General Building Operating Policies:

- Proper identification must be shown to enter the building: Cal1/CRC photo ID cards.
- No bicycles, mopeds, or animals other than mobility guides for the disabled are allowed inside Hearst Gym. Secure bicycle parking and bike racks are available near the building.
- Roller skates/blades, skateboards, "Razor"-like scooters and other equipment are not to be ridden inside the building.
- Smoking is not permitted inside any university building or within 25 feet of any entrance.
- Groups that show up more than 15 minutes late to a reservation or leave more than 15 minutes early will be warned after the first offense. After the second infraction that particular group will be banned from booking Hearst Gym for the rest of the semester.
- Drinking and eating are permitted only in the second floor outdoor hallway areas.
- Alcohol/drugs are prohibited.
- Flash photography is prohibited for safety reasons.
- Postings, banners, and signage of any sort are not permitted on/in any part of the building. Tape is not allowed on any part of the building, including floors, mirrors, windows, doors, and walls. Any marking or tape discovered can result in revocation of use privileges and payment for damages.
- There are three building alarms: fire alarms, intruder alarms, and door alarms. Staff instructions should be followed when an alarm sounds. Various rooms and hallways may be monitored by closed circuit video.
- Swimming pool may only be used with prior reservation or approved program, with a scheduled University lifeguard on duty. Trespassing over fences/walls or any tampering of existing security measures is strictly prohibited.
- Amplified sound and noise levels must be kept at a respectful volume and used only in activity room spaces.
- Management assumes no responsibility for lost/stolen articles.



- All persons using the facilities are subject to the rules and regulations of the University of California and the Berkeley campus. Staff and program management will have final authority on interpretation of rules and policies. All spaces must be reserved and scheduled before an activity can occur. Unauthorized use and misrepresentation are not permitted. Violators will be asked to leave and future access will be revoked.

Campus Rules:

- If student groups are charging a fee for your activity, they must have an approved Fundraising Permit on file with Event Services for each Event.
- Student groups must go to [Marsh Campus Connexions](#) to ensure their event is covered by campus insurance. If it is not, they must purchase additional insurance.
- Student groups must read and agree to the Hearst Gym Use Policies below.
- Please note that if a student organization is found in violation of any of the policies, that group will receive a first infraction.
 - Upon receiving a second infraction, the group forfeits the right to keep any previously made reservations or make any future reservations with Hearst Gym for the remainder of the semester.
 - Damage to the room or equipment will result in a fine in for which the responsible organization is financially responsible.

Cancellations:

- Groups that do not show up to a reservation without cancelling (with at least 48 hours notice) will be issued a warning.
- The second time the group does not show up without canceling will result in that group forfeiting reservations for the remainder of the semester.
- Hearst Gym staff will check rooms to ensure that they are being used.
- Some infractions may result in a group's next reservation being cancelled.
- Some infractions may result in the remainder of the *current reservation* being cancelled (i.e. kicked out for the evening).

Other Information:

- To ensure the safety of others, areas around the main activity rooms should be kept clutter-free.
- Bathrooms for your use are located on the first floor. All restroom use, including changing, is only allowed in these bathrooms.
- The elevator goes to the first and second floors and may be used as a freight elevator.
- Ramps, hallways, upstairs corridors, and courtyard areas are not to be used for any activity.
- Take steps to ensure that all members and activity attendees understand these policies.

If you have any questions or concerns, please email us at: asucstudentunion@berkeley.edu, visit us at the MLK Concierge Desk, or give us a call at (510) 664-7976.

