

## Student Organization/Campus Department

### **Facility Access/Waivers**

All TAMUC students are required to present their University ID and may be required to complete a waiver. Non-students (including minors) may be required to purchase a day pass for entry. 1 adult per every 10 minors is required and must actively supervise minors at all times.

### **Student Organization Requirements**

Organizations wishing to reserve space must be a part of a current registered student organization that is in good standing. Students may not reserve space for personal use. Groups wanting to reserve space all semester will be limited to two days per week for a maximum of two hours each day.

### **Reservations/Events for Non-TAMUC students**

For reservations that primarily serve and are open to non-TAMUC students, please contact [MRCscheduling@tamuc.edu](mailto:MRCscheduling@tamuc.edu) for pricing.

### **Student Organization/Departmental Special Events**

Student Organization/Campus Department reservations for special events that occur within the normal operating hours of the Morris Recreation Center/Cain Sports Complex and when the events are designed for only TAMUC students to attend do not have a facility rental fee. However, events that require extensive set-up will be charged a nominal \$25 fee.

### **Cancellation Policy**

Cancellation of reservations must occur 48 hours prior to the event. Failure to inform the MRC Scheduling Office of cancellation and / or in the event of a no-show, the student organization / department may be charged a \$25 fee and may lose future scheduling privileges with Campus Recreation.

## Birthday Party

### **Birthday Scheduling Restrictions/Time Limitations**

During the fall and spring semesters, Birthday Party Packages can only be booked on Friday, Saturday, or Sunday. During the summer terms, Birthday Party Packages can be booked Monday-Sunday. All Birthday Party Packages will be booked during the normal facility hours that the Morris Recreation Center is open. We will coordinate a time that best works for you based on the package you select. Birthday Party Packages are limited to three hours.

### **Inclement Weather for Pool Parties**

Campus Recreation outdoor facilities are equipped with Thor Guard systems that detect the possibility of lightning. Outdoor activities will be suspended in the event Thor Guard is active and/or there is inclement weather. In the event of inclement weather the party has three choices:

1. We will work to accommodate alternative activities within our facilities.

2. The party will be rescheduled for another date.
3. A refund will be issued. Please note: refunds may take up to 6-8 weeks if you did not pay with credit/debit card.

## Camp/Conference/Private Group

### **Waivers/Supervision**

All minors are required to have a waiver signed by the parent/legal guardian in order to enter the facility and participate in scheduled activities. Waivers will be provided prior to the event occurring. Campus Recreation staff will review signed waivers to insure all minors have completed waivers on file. A ratio of 1 adult/counselor for every 10 minors is required.

### **Attire**

Attendees are required to have a change of dry clothing if rotating between pool and indoor activities. Appropriate swimsuits are required to enter the pool. Bare feet are prohibited inside the MRC. All participants are encouraged to wear closed athletic shoes inside the MRC.

## Field Trips

### **Scheduling Restrictions/Time Limitations**

During the Fall and Spring Semester (Mid-August to Mid-May), Field Trips may be limited due to the Academic Classes that are held within the Morris Recreation Center. All Field Trips must occur during the normal facility hours that the Morris Recreation Center is open. The MRC Scheduling Office will coordinate a time that best works for your group. Field Trips are limited to a maximum of three (3) hours. A ratio of 1 adult for every 10 children is required for admittance.

### **Waivers**

All minors are required to have a waiver signed by the parent/legal guardian in order to enter the facility. Waivers will be provided to teachers to distribute and collect prior to the field trip. Campus Recreation will review signed waivers on-site at check-in to ensure all minors have completed waivers on file.