

# **REVISED BALL MACHINE POLICY 1/3/2021**

You must have taken the ball machine orientation to use the ball machine. A list is kept in the Logo Building of those players who have completed the orientation. If your name is not on the list, you are required to take the class prior to using the ball machine. The class is held on the **1<sup>st</sup> Saturday of every month at 2:00 pm**. Sign up at the Logo Building.

**Reserve the ball machine by using Chelsea. Using the ball machine counts as your daily play.**

**Increased hours of Ball Machine Availability** - Daily from 7:30 a.m. – 8:00 p.m. Last reservation is at 7:00 p.m.

## **Procedure When Logo Building is staffed:**

**Mon – Fri 7:00 a.m. – 4:00 p.m.; Sat & Sun 7:00 a.m. – noon**

1. Sign against your name on the court reservation printout at the Logo Bldg. and pick up the remote control.
2. If the ball machine is in use before you, then just sign your name as indicated above and get the remote from the person prior to you.
3. When you are finished with the ball machine pass on the remote to the person following you. You are still responsible to come to the Logo Bldg. to sign off on your name showing that you have given the responsibility for the ball machine to the person following you.
4. If nobody follows you then you are responsible for putting the ball machine back in the shed and returning the remote to the Logo Bldg. and sign off against your name.

## **After Hour Procedure:**

**Mon – Fri 5:00 pm – 7:00 pm; Sat & Sun- 1pm – 7:00 pm**

1. Sign against your name on the court reservation printout at the Logo Bldg. If there is nobody using it prior to you, pick up the remote control from Purrysburg.
2. If the ball machine is in use before you, then just sign your name on the court reservation printout and get the remote from the person playing prior to you.
3. When you are finished with the ball machine pass on the remote to the person following you. You are still responsible to come to the Logo Bldg. to sign off against your name showing that you have given the responsibility for the ball machine to the person following you.
4. If there is nobody following you, the remote and key are placed in the drop-box located next to the court and the ball machine must be locked away. You are still required to sign-off against your name showing that you have done this.

**\*\*** Failure to follow the established procedure will result in loss of use of the ball machine for a month.  
**\*\*** Please be aware that if necessary, Logo can add a second player to ball machine.