



Video Tower Rules

INDUCTON PROCEDURE

- Contact Marama Smith or Jena Huntington at Hockey Northland office, to book a time for the induction. At least a week prior to use.
- Keys are available to be collected from the Hockey Northland office – Monday to Friday during the hours of 9am to 4pm. Collect on Friday for weekend use.
- Sign the register upon collection of key. Each key is numbered and will be assigned to the user. You are responsible to return the key to the stainless steel box where the game cards are collected. **DO NOT LEAVE OR SHARE YOUR KEY.**
- The key unlocks the door to the video tower – please lock the door on entry. Anyone else that has permission to enter will have a key.
- Inside the door is a register to sign in and out.
- A weekly calendar will be added to the bookings noticeboard on the front window.

PLEASE READ THE RULES BELOW

1. Access by pre-booking only (Contact the office)
2. Only people having been inducted are allowed to be in the Viewing/Video area. Marama Smith & Jena Huntington are the staff members authorised to induct applicants.
3. Limit of 6 people in the Viewing/Video area at any one time.
4. Access door must be closed during games.
5. Teams playing will be given preference (for 2 people) in the event that we have too many requests to use the Video Tower at the same time.
6. There is no cost to use the Viewing/Video area.
7. Using Hockey Northland Video equipment or computers will incur a cost.
8. No taping on equipment to the ledge or walls
9. Alcohol Free area.
10. No glass drinking vessels or crockery in Viewing/Video area.
11. No items to be placed on the window sill.
12. No coaching during games from the Viewing/Video area
13. No sitting on the stairs to view the game/s.
14. Please remove all rubbish that you have created.
15. This area is smoke free.
16. All equipment is to be carried up and down the Stairwell.