**Portway Pass & Portway Pass Plus**

**Terms & Conditions**

The Portway Pass is applicable for sole use at Portway Lifestyle Centre only.

Some activity sessions may be excluded and subject to change.

All participants must live within Sandwell and complete a postcode verification check.

All members of the Portway Pass must meet the specific eligibility criteria.

Original documentation is required as evidence of eligibility on a first visit to the centre.

All members are required to report to reception before using the facilities, to show a membership card.

Passes must be renewed every 12 months.

Passes are non transferable and are only for use by the cardholder. Concessions cannot be used in conjunction with any other offers or discounts.

Concessionary rates only apply on production of your pass or full charge must be paid where applicable.

Failure to produce a valid card will result in full price being charged.

Only one discount or concession is permitted per booking/activity where applicable.

Certain activities will require pre booking.

Pass numbers must be given when pre booking activities over the telephone, the card will also be required for verification at reception.

24 hours notice must be given to cancel all pre-booked activities whether paid or unpaid. Failure to do this will result in you being charged for that activity.

Opening times of the centre and facilities may vary and can be subject to change.

Changes to the scheme are subject to change to regular review

Lost or damaged passes are reported immediately at your local leisure centre. An administration fee will be charged for replacement cards.

Any change in personal details or circumstances making your membership ineligible, must be notified to the centre.

The giving of incorrect information with the intent of defrauding Sandwell Leisure Trust will result in appropriate action being taken.

This information will be held and processed by Sandwell Leisure Trust in accordance with the Data Protection Act 1998.

Sandwell Leisure Trust reserves the right to refuse the use of a pass, to withdraw the pass if it is misused and to refuse admission.

All members will be required to have a photograph taken which will be used to support the identification of members.

Online bookings, where applicable, are non refundable. To cancel an online booking a minimum of 24 hours notice must be given to receive a credit of the equivalent booking value. Failure to do this will result in you being charged for that activity.

Please note defaults on bookings will result in advanced booking privileges being revoked with a reinstatement cost being incurred.

SLT will allow no longer than 10 minutes before re-letting pre-booked activities.

SLT reserves the right to amend terms and conditions at any time.

Applications can only be made at Portway Lifestyle Centre or online at www.slt-leisure.co.uk