

## CKRC Facility Access Card Policies

### ALWAYS BRING YOUR ACCESS CARD; YOU CANNOT ACCESS THE FACILITY WITHOUT IT

#### To Enter:

If swing barrier is closed, open it using the usual padlock code. The swing barrier may be left open while someone is at the facility.

Present your access card to the card reader next to the keypad. A beep will be heard and a green light (valid card) or red light (invalid) will flash. For valid cards, the gate will begin to open. Wait for the gate to open fully before driving through. The gate has an optical sensor and a detection loop inside the facility. Once your vehicle has cleared both, the gate will close after a 30 second delay.

**WARNING:** DO NOT ATTEMPT to follow another vehicle without swiping your card. The gate will close without warning and while unlikely, it is possible that you could contact the gate before the sensor can stop and reopen the gate. EACH VEHICLE MUST SWIPE THEIR ACCESS CARD, EVEN IF THE GATE IS STILL OPEN FROM THE VEHICLE AHEAD. The gate system logs access and all members must 'log in'.

#### To Exit

A detection loop is buried in the ground inside the facility. Approach the gate until it begins to open. Wait for the gate to open fully before proceeding. The gate will close automatically 30 seconds after your vehicle clears the gate. If another exiting vehicle comes over the loop before the gate has closed, the gate will stop and reopen. If the gate is still fully open, a new vehicle will reset the 30 second timer. If you are the last one out, close and lock the swing barrier.

**Race Days:** On race days, the gate will be locked open to speed access. You do not need to swipe when the gate is locked open.

**Try A Kart:** The gate will be locked open on TAK days to allow access by the public.

**Test and Tune (T&T):** The gate will remain active for test and tune; all entrants must swipe.

An Access Card is Granted Subject To The Following Terms:

1. Card remains the property of the CKRC and is to be surrendered upon request of the Executive or Club Manager. Only 1 card per member. \$20 fee to replace a lost/damaged card.
2. Card is NON-TRANSFERABLE. Card will expire automatically at the end of the membership year (March 31<sup>st</sup>) and is to be returned if you do not continue your membership.
3. Card is for your use ONLY and may not be lent to anyone; including other members. Allowing someone to access the facility using your card may result in loss of access.
4. Failure to follow the entry/exit procedures may result in vehicle damage. The CKRC is not responsible for such damage. Costs from damage to the gate or gate operator due to member negligence will recovered from the member(s) in question. The gate is under 24 hour video surveillance.

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Member Signature

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Date