

Welcome to [Gym Name]

Dear Members,

To ensure a harmonious and enjoyable environment for everyone, we kindly ask you to adhere to the following gym rules and etiquette:

Gym Rules

- Respect the gym hours and arrive on time for your sessions.
- Clean up equipment after use, including wiping down machines.
- Re-rack weights and return equipment to its designated area.
- Do not monopolize equipment; limit your time to allow others to work in.
- Follow the posted guidelines for the use of specific machines.

Etiquette

- Be courteous and offer assistance to fellow gym-goers when needed.
- Speak at a low volume and avoid disruptive conversations.
- Wear appropriate gym attire and closed-toe shoes.
- Avoid using your phone for calls; text discreetly if necessary.
- Respect personal space and be mindful of others when working out.

Thank you for being a part of our community and helping to create a positive atmosphere at [Gym Name].

Sincerely,
[Your Name]
[Your Title]