

POUND HALL GUEST PASSES

Purpose: To outline steps for entering a guest pass at Pound Hall

Scope: Facility Operations Staff

Procedures:

- I. GUEST PASS AT POUND HALL
 - a. We do not sale guest passes nor handle any cash at Pound Hall.
 - b. Patrons may visit our website (shop.recsports.uga.edu) to purchase a guest pass for use in the facility.
 - c. When they present the guest pass that they purchased online you should click on the "Guest" tab in Fusion.
 - d. Enter the 6-digit guest pass number.
 - e. Select the Access Point to open the turnstiles.
 - f. Make sure the guest signs the liability waiver in the book at the desk.
 - g. Be sure to contact Rec Sports at 706-542-5060 if you have any problems with a guest pass.