

Body Designs West, Inc.
10542 Pico Blvd., Los Angeles, Ca 90064
310-838-9991

POLICIES AND PROCEDURES

1. Each independent contractor is required to provide Body Designs West, Inc. a copy of Liability Insurance for coverage in the amount of no less than \$1,000,000.00 naming both Body Designs West, Inc. and Zabrodan Properties, LLC (343 Turtle Creek Road, Lewisburg Pa 17836) as an additional insured.
2. Each independent contractor is required to provide Body Designs West, Inc. proof of a valid City of Los Angeles Business License.
3. Each independent contractor and each of their clients are required to initial and sign a Body Designs West, Inc. Release Waiver PRIOR to their FIRST training session.
4. Each independent contractor is required to have sessions paid in advance of training clients. Packages of no less than 10 at a time must be purchased. Sessions cost \$20 each.
5. Each independent contractor is required to complete a Session Log on a daily basis.
6. Each independent contractor who has keys to the facility is required to shut off ALL TVs, Equipment (including the AC/Heater), Lights and Radio if they are the last ones to leave the facility.
7. Each independent contractor must provide Body Designs West, Inc. some form of contact information (email address and phone number) if not already on file.
8. Each independent contractor is responsible for informing their clients of the facility rules, of which include, but are not limited to:
 - a. Locker Rooms are to be emptied and keys replaced on a daily basis
 - b. Lot Parking is only for clients who are training
 - c. Refer to Item 9
9. Each independent contractor and client is aware that any comments or gestures constituting unlawful harassment (including those based on sex, gender, medical condition, religion, color, nationality, ethnic origin, race, ancestry and physical or mental disability, age or marital status) will not be tolerated by ownership and those found in violation are subject to discipline, up to and including termination from the privilege of working at or attending Body Designs West, Inc.
10. No independent contractor who wasn't originally an IFC trainer (working under the previous ownership) is allowed to use the facility's lockers or the facility for personal workouts / showers. Those who were IFC trainers may only use the facility on days they train clients.
11. Any independent contractor who trains a previous facility client, must pay \$25 per session to work with that client.
12. Either party can immediately terminate this agreement at any time for any reason.

Signature

Date