

Check-Out Process:

Any student, staff or faculty member holding a valid HawkCard is permitted to check out equipment available at the Equipment Room window within the Williams Center (Room 102). All equipment rental is free of charge. Equipment returns are to be made the same day as check out, no exceptions.

Please note that equipment rental is not included in a gym membership.

Delinquent, Missing, and Damaged Equipment:

All equipment checked out from the Equipment Room at the Williams Center is required to be returned at least 15 minutes prior to close each day. No overnight check out is permitted.

For equipment not returned, a late fee of \$3 per day will be placed against your student account. An email will be sent to your UWW email account as a courtesy reminder of the missing equipment. If equipment is still not returned within the time indicated, a replacement charge will then be placed on your student account.

You are responsible for returning the same piece(s) of equipment checked out on your HawkCard. If equipment is lost/stolen and/or damaged while checked out under your name, you will be responsible for the charges incurred.