



The ACE Fitness and Business Forms Handbook

Stephen Tharrett

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Due to the entrepreneurial and independent nature of the health/fitness club business, most operators have to develop their own administrative and operational forms. The ACE Fitness and Business Forms Handbook provides a comprehensive source of ready-to-use forms, templates, and signage, designed to allow health/fitness professionals to administer and manage the daily operations of their clubs more effectively.

The five key sectors contain these and many other forms and templates:

Risk-management (pre-screening, waiver, release, and incident report forms)

Employees and staff (job evaluation, compensation, and independent contractor forms)

Membership (membership application and agreement, feedback, and referral forms)

Administration and operations (expense reports, equipment maintenance logs, purchase order requests)

Signage (locker room, aquatic and pool, children's area)

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