

1. The sports facilities located on the VUB's Main Campus in Elsene/Etterbeek are managed by the VUB Sports & Exercise Department.
2. The sports facilities consist of two multi-purpose sports halls, suitable for badminton, basketball, gymnastics, handball, korfbal (similar to basketball), table tennis, (tennis), volleyball and indoor football, with two squash courts, one combat sports hall dojo and boxing, two swimming pools (25 and 13m), one running track (6 lanes) and one rugby/outdoor football field with artificial grass.
3. In addition to this, a sports bar (commercially run by an external partner under concession contract) is also available; Basic Fit also runs a fitness club in the building. The Terms and Conditions of Rental and Use for these two cases do not fall under the scope of the VUB's mandate. Please contact the respective owners directly for further information.
4. The VUB Sports & Exercise Department leases the sports facilities out to individual tenants as well as to schools, sports clubs and/or federations, associations and other groups, Monday to Friday from 8 a.m. to 10 p.m. The facilities may also be rented out at the weekend by groups between 9 a.m. and 9 p.m. Minors (-18y) have to be accompanied by at least one adult (18 years +)
5. During the week and at the weekend sports facilities can be rented by the hour. During the week, 1/3 of a hall/area can be rented, but at the weekend only a full 3/3 hall/area rental is an option.
6. There are special arrangements in place regarding swimming pool use which have been included in the User Agreement (e.g., at the weekend only full pool rental is possible).
7. On public holidays, rental is restricted to a minimum three-hour consecutive period of use, during which at least one full section of the sports facilities must be rented, which may include the 3/3 multi-purpose sports hall, five pool lanes or the rugby field.
8. Casual use of the facilities can be arranged by sports enthusiasts on site by visiting the Department of Sports & Exercise's Reception Desk from Monday to Sunday between 10 a.m. and 9 p.m. (use is limited to between 10 a.m. and 4 p.m. during weekends that fall within a holiday periods). Casual use is understood to mean any one-off use by individual athletes, schools or associations that don't exceed three reservations in a row.
9. Casual reservations taking place between 9 p.m. and 10 p.m. during the week must be paid for no later than 8 p.m. on the day of reservation.
10. Renting one or more sports halls for more than three consecutive reservations requires a User Agreement.
11. Before drawing up a User Agreement, a request form must be completed to that end ahead of time on the website www.vub.be/en/sport and submitted to the VUB Sports & Exercise Department.
12. The applicant can check the availability of the sports halls in advance on the website at www.vub.be/en/sport.
13. However, in no way does an application imply automatic allotment of the sport facility requested. Applications are processed in chronological order. Indication on the website that a sports hall is available does not guarantee that your request will be met.
14. Any application must specify the nature of the sports activity to be eligible for reservations.
15. Clubs seeking to rent sports facilities for league matches must also provide a copy of their annual game schedule to the owner.
16. The VUB Sports & Exercise Department uses a priority list for the allocation of its facilities based on the number of cooperation agreements with a number of different partners (VUB/LK, EHB, VGC, Sport Vlaanderen, ISB, ESB, VRB, BAV, etc.).
17. Allocation of facility use shall be subject to a User Agreement. Following signature by both parties, by a VUB representative and one of the users respectively, the manager shall guarantee the availability of the allocated facilities, while the user guarantees payment in full of the total amount stated on the User Agreement.
18. Any scheduled use allocated in a User Agreement must be paid for no later than the first game day or the start of the first hour of use, even should the allocated facility not be used in the end. No rent is due should you be unable to use the allocated facility due to reasons originating with the VUB.
19. In other words, access to the sports areas and changing rooms is only permitted after payment, by cash or via bankcard at the reception desk during its opening hours, from Monday to Sunday between 10 a.m. and 9 p.m. or by settlement of the invoice at the user's bank or via online banking.
20. The allocated facilities may be entered once the scheduled period of use begins, but as soon as the activity has finished, the facilities must be left immediately. One hour of availability corresponds to 50 minutes of actual exercise given that the time scheduled must account for 5 minutes of warm-up and 5 minutes of tidying the facilities at the end of the sports session.
21. The dressing rooms are available 15 minutes before the start and up to 30 minutes after the allotted period has expired.
22. The accommodations may not be sublet or provided to third parties for use.

VUB SPORTS FACILITIES: TERMS AND CONDITIONS OF RESERVATION AND USE



23. The user is responsible for ensuring that the facilities and the equipment made available, and which must be correctly stored in the designated areas after the session/event, are used for their intended purpose.
24. Animals are not permitted to enter the sports complex.
25. The user is not permitted to:
 - i. enter the halls wearing city footwear or sports shoes with coloured soles
 - ii. smoke anywhere in the sports complex (including the cafeteria)
 - iii. sell drinks or meals for personal profit in the sports complex and/or consume them in the sports halls without the permission of the Complex Sportcafé VUB's manager
 - iv. eat or drink (with the exception of water) in the sports areas
26. Spectators must be seated in the bleachers or in the cafeteria on the first floor.
27. Instructions given by the supervisory staff must be strictly observed.
28. In the event of misconduct or failure to abide by the rules of the internal regulations and/or the supervisory staff, the VUB is entitled to terminate use with immediate effect, and to deny the user further access to the sports complex.
29. The user is liable for damage to the facilities or equipment during his, her, or its rental period. Any damage assessed shall be repaired under the auspices of the VUB with costs to be recovered at the expense of the user. The tenant held liable shall be obliged to reimburse these costs no later than 30 days after having been notified of the expense. In the event that the damage and repairs be of such a nature that further use of the leased facilities is rendered temporarily impossible, this loss of income shall also be compensated by the tenant concerned.
30. The applicable rates shall be applied for each use. Among others, these rates may be found on the Department's website, in its brochures and in the User Agreement.
31. Rates are subdivided into three separate categories:
 - a. UAB staff, i.e. staff and students affiliated with the VUB or EHB (Erasmus University College),
 - b. Partners, i.e. members of Basic Fit, VUB alumni, and members affiliated with organisations which have entered into an SLA with the VUB (e.g., VRB, Sport Vlaanderen, etc.)
 - c. Everyone elseand 3 sessions:
 - a. Off-peak hours during the week for UAB (Brussels University Association) members (Mon.-Fri. 8 a.m. to 12 p.m. and 2 to 5 p.m.)
 - b. Peak hours during the week for UAB (Brussels University Association) members (Mon.-Fri. 12 to 2 p.m. and Mon.-Thu. 5 to 10 p.m.)
 - c. Weekend schedule (Friday 5 to 10 p.m., Saturday, Sunday and/or holidays 9 a.m. to 9 p.m.)In essence, this means that UAB students and staff benefit from a preferential rate during the week. At the weekend, only the normal rates apply (see the summary of rates on the Department's website or check the sports complex brochure for the current academic year), except where students register in person that day for the time slots that haven't been reserved yet.
32. Cancellation fees:
 - i. Up to 30 days in advance of the scheduled session: 20% of the payment due
 - ii. 15 to 29 days in advance of the scheduled session: 50% of the payment due
 - iii. 8 to 14 days in advance of the scheduled session: 100% of the payment due
33. The user is personally liable for any physical injury and must ensure that participants in the activity are covered by the necessary insurance. In the event of an accident during the activity: instructions on how to respond correctly in the event of an accident during the activity are displayed on the emergency exits and entrance doors of our sports facilities:
 - i. Alert a member of staff at VUB Sport or
 - ii. Call 02/629 21 76 and
 - iii. Report the location and situation
 - iv. The emergency services will then be notified immediately and guided to the scene of the accident
 - v. If anyone present is trained in first aid, they can administer first aid until the emergency services arrive
 - vi. An AED is available in the entrance hall of the sports complex and in the first-aid room at the swimming pool

-
33. The VUB is entitled to demand a safety deposit of €500 to €5,000. The amount of the safety deposit shall be refunded to the user no later than eight days following final use of the facilities.
34. The user declares to have taken cognisance of the Terms and Conditions of Use and undertakes personally, jointly and severally to comply with these in their entirety.

Brussels, 30/07/2026