



Matthes-Hopkins Outdoor Track Complex User Guidelines

The Matthes-Hopkins Outdoor Track Complex is home to the Liberty University Outdoor Track and Field program. The facility features an eight-lane, 400 meter oval with a Beynon track surface. Also included in the facility are two Shot Put sectors, two Discus rings, two Pole Vault runways, two Long Jump/Triple Jump runways, a High Jump area, and areas for Javelin on the infield of the track.

The complex offers seating for approximately 1,000 spectators. Parking is available on-site with a capacity of nearly 70 spots as well as auxiliary parking available across campus.

Groups outside of Liberty University are permitted to rent the complex to host their meets or practices. All rental requests must be coordinated through the Liberty University Events Office and require a signed rental agreement, Certificate of Insurance, and payment of any applicable rental fees.

Liberty University reserves the right to place reasonable time, place, and manner restrictions on any activity conducted on Liberty University's campus.

Guidelines:

- All events are scheduled on a first-come, first-serve basis and are scheduled through the Liberty University Events Office (events@liberty.edu or 434-592-3511).
- Liberty Athletics and Liberty Track and Field reserve first priority when scheduling this facility.
- Event request forms for any events in the Outdoor Track Complex must be submitted at least one (1) month prior to the event to ensure availability of the space.
- All aspects of the event must be coordinated through the University Events Office. This includes event times (time the customer will enter the building, when doors will open, meet start/end time, etc.), parking needs, sound support needs, video board support needs, etc.
- The User must provide all equipment necessary to facilitate a meet at the Outdoor Track. Liberty Track and Field track equipment will not be available for customers to use. Unauthorized use of this equipment may result in additional fees and loss of future scheduling privileges.
- User must request use of the in-house sound systems for events hosted at the Outdoor Track.
- User must request use of the video board system for events hosted at the Outdoor Track.
- The Event Coordinator (aka the User or other appointed person) is responsible for all guests and making sure that all policies are followed while participating in/attending events at the Outdoor Track Complex.
- User shall only have access to the areas of the Outdoor Track Complex that have been confirmed in their rental agreement. Access to all other areas of the facility without prior approval is strictly prohibited.
- All athletes participating in the event and spectators must enter the facility through their respective entrance points.

- Only coaches, athletes, and event staff are permitted on the track level during the event. Parents and spectators must remain on the main concourse area or in the seating area of the facility.
- No alcohol is permitted on Liberty University's campus.
- Liberty University reserves first priority to provide concessions for all events held at the Outdoor Track Complex.
- Restrooms are located on the concourse of Williams Stadium.
- Unless approved by the University Events Office, access to the Luurtsema Center and the Carter Tower at Williams Stadium is strictly prohibited.
- No chalk is allowed on the track surface in the facility. Only athletic tape may be used on the track surface during the event.
- All non-Liberty University vehicles are prohibited from accessing the track level.
- Staking is not permitted on the soccer field or other grassy areas around the facility.
- Food and drink, including gum, are not allowed anywhere on the track surface. Food and drink must be kept on the concourse area of the Outdoor Track Complex. Any damages caused by food or drink spills are subject to damage fees.
- Glass containers are strictly prohibited in the Outdoor Track Complex.
- All children must be supervised by an adult while in the Outdoor Track Complex.
- Pets are not permitted within the Outdoor Track Complex.
- User is responsible for removing all belongings from the Outdoor Track Complex immediately following event.
- All trash should be collected and placed in designated trash cans prior to leaving the facility.
- All events scheduled on Liberty University's campus must adhere to the University policies and procedures and abide by the Liberty Way.