

## EQUIPMENT USAGE POLICY

**Purpose:** The purpose of this policy is to establish Everglades Golden Retriever Club, Inc. (EGRC) member guidelines on the use of equipment owned by EGRC.

### **BENEFIT PROVIDED**

To promote and encourage the participation of members in all Golden Retriever endeavors, EGRC will permit members to use equipment owned by The Club at no cost, so members may practice and train with their dogs to achieve higher levels of achievement. Members, however, must be advised of the following:

1. Club members are **NOT** covered by The Club's insurance policy while using equipment. Use of EGRC equipment is at the member's own risk, with the understanding that the EGRC Board of Directors and/or the Club membership shall not be held liable for any injury to the member, his family and guests, children, or any dog. Members are encouraged to check the coverage on their homeowner's policies, or seek additional coverage, to insure adequate insurance protection.
2. Club members will be allowed to check out the equipment using the honor system, and will be trusted to return the equipment to EGRC in the same condition that it was given to them. If the equipment is damaged at the time of check-in, it will be the responsibility of the EGRC member to advise the Board member or Officer receiving the equipment, and to make offer of equitable restitution for repair by an outside source. Both the Board member or Officer and Club member checking out the equipment must inspect it prior to its release to make sure it is in good working order.
3. A detailed list will be made at the time of checkout and the individual checking out the equipment will give a copy to the member. Any flaws or damage to any piece of equipment should be noted on the list and agreed upon at time of checkout. This list will be given to the Club Treasurer for recording and check-in.
4. Club members will be allowed to use the equipment for as long as they reasonably need it, and as long as it does not interfere with other club members' requests to check out the equipment. Any conflicts between club members who would like to use the equipment at the same time will be referred to the President to resolve.
5. The equipment will at all times remain in the direct possession of the Club member and will not be loaned to a Club, training facility, or a non-club member for any purpose.
6. Modifications or enhancements to the equipment shall not be made without prior approval from the Club President or his designate. Any expenditure to make modifications or enhancements requires Board approval if greater than \$25.00.

### **DEFINITION OF CLUB MEMBER**

For purposes of this policy, only those Club members eligible to vote, which mean those with Single membership status and those with Family membership status, are eligible to use the equipment. Associate members (who only receive the newsletter and receive no voting rights) and Junior members (those ages 10 to 17 who also have no voting rights) are not eligible for this benefit. **Those members who have paid single or family dues but have not yet attended an event will not be eligible for this benefit, since they do not have voting rights as yet, and technically can be considered only Associate members.**

### **RESPONSIBILITY OF EGRC BOARD OF DIRECTORS**

The EGRC Board of Directors, as managers of The Club's affairs, shall be responsible for:

1. Ensuring that the equipment is returned in a timely manner. The ultimate responsibility lies with the President, but the President should involve the Treasurer (or Secretary/Treasurer) who is responsible for The Club's financial affairs and inventory.
2. Ensuring that only Club members check out the equipment, and decline offers from other individuals or Clubs to use the equipment, or rent it out.
3. Ensuring the equipment is in good order when it is checked out to a club member and when returned.

Policy formally adopted by EGRC Board on \_\_\_\_\_