



EQUIPMENT LOAN POLICY

CVCC has limited supplies of equipment available to cover club sessions, however it is recognised that from time to time, club equipment could be useful for those paddlers without their own kit, so that trips and external courses could be more easily attended.

The following policy details how CVCC is prepared and able to loan selected equipment to club members on a case by case basis.

PLEASE NOTE – Club Equipment that is identified as missing from the barn or has been knowingly removed from the barn for personal use without express permission from the CVCC Equipment Officer or committee designate is considered to be theft and will be reported to the relevant authorities.

Qualifying Loan Equipment

- All equipment owned by CVCC is identified with a set of written club initials, an item number and for most plastic items – a small blue plastic numbered tag.
- Equipment required for current courses or club events cannot be issued for loan.
- Qualifying marked equipment includes Kayaks, Canoes, Paddles, Helmets, Buoyancy Aids, Spray Decks and Cagoules.

Loan Request Rules and Responsibilities

- Any current Club member may apply to use club equipment outside of the club environment. Junior members must have a parent / Guardian sign and agree to all loan terms and take all responsibilities
- Club equipment is loaned to a club member and not for any third party
- The CVCC takes no responsibility for loss or damage to loaned equipment
- Club equipment is loaned on the understanding that the club member is aware of the inherent risks of the recreation and that the use of, and checking of suitability and safety of loan equipment is the sole responsibility of the club member requesting the loan. The use of loan equipment is at the club members own risk, all equipment should be checked prior to loan to ensure the club member is happy that it is fit-for-purpose and safe to use.
- Club members will sign a loan agreement slip to confirm that any activity undertaken with CVCC loan equipment is done so entirely at their own risk. Club members borrowing equipment absolve the said club, its officers, instructors, supervisors, and members from any liability whatsoever. This is in respect of any injury (including fatal) arising out of any training or practice session, meeting, excursion or other event arranged that will use CVCC equipment.

Loan Agreement Details

- The club member is fully responsible for the repair or like-for-like replacement of any item damaged or 'lost' whilst on loan. E.g. A Master Lite Junior kayak is borrowed and the hull is cracked on return. CVCC will ask for the same type of kayak to be purchased second hand as a replacement by the club member, or purchased by mutual agreement and funded by said club member.
- The CVCC committee can decide that a repair is not suitable and request a like-for-like replacement so that normal club activities will not be impaired by 'repaired' equipment.
- Club members must complete an Equipment Loan form in plenty of time before the equipment is required.
- Club Equipment MUST be returned by the agreed return date.
- Loan forms must be accompanied by proof of identification e.g. Driving License, Junior Photo Railcard, Proof of Age card and etc It should be noted that forms of ID will NOT be copied or retained by any club officer, they are to be shown in person as proof of ID only at the time of handing over the loan slip.

- Loan forms must be handed to the CVCC Equipment Officer and an agreement signature received on the club members portion of the loan slip.
- A small deposit may be requested by cheque – however this payment does not infer and responsibility on CVCC, the Rules and Responsibilities as outlined in this policy still applies. The request for a deposit is subject to the equipment and description of where it will be used and its request is at the sole discretion of the CVCC Equipment Officer

Appeals / Complaints

The club member can appeal against a request to replace an items of equipment, however the appeal must be made in writing to the Club Committee stating the case clearly, and the reasons for the appeal / complaint.

CVCC Committee will evaluate the appeal/complaint and decide on a recommendation.