

Private Equipment Storage Policy

Richmond Rowing Club

29 March 2008

The purpose of this policy is to provide guidance on what provision will be made for the storage of private boats and equipment at Richmond Rowing Club, the process for application for space and the conditions under which private boats and other equipment will be stored.

This policy may be varied from time to time as the current Committee of Richmond Rowing Club sees fit.

Provision for Private Boat Storage

1. Richmond Rowing Club's current focus is on crew boats and therefore the Club fleet is biased towards fours, quads and eights. There is therefore sometimes a preference for the use of private boats, particularly for single sculling.
2. The storage of private boats and other equipment at Richmond Rowing Club is supported when there is additional space available once all club owned boats and equipment have been stored.
3. Only single sculls, double sculls and pairs will be considered for private boat storage. The Committee considers that the Club fleet provides ample choice and availability of larger boats and that it is preferable that these crew boats are Club owned.
4. The Committee has a preference that all boats and other equipment stored at Richmond Rowing Club be for rowers actively representing the club (or with a strong history of representing the club) and members committed to Richmond Rowing Club. Members wishing to store private boats and equipment should therefore be:
 - a. A member of Richmond Rowing Club for at least two years;
 - b. Representing Richmond Rowing Club in at least 5 regattas per year including the RV season, Masters season and winter sculling; and
 - c. Participating in crew rowing, coaching and/or rowing club administration.

The Committee will consider all applications and the continuation of private boat and equipment storage against these criteria but reserves the right to make exceptions for any current circumstances.

5. The provision for private boat and equipment storage will be reviewed annually in April. At this time if a private boat currently stored does not meet the conditions in 4 above or the relevant fee has not been paid, the committee may request the boat to be removed from the club with 4 months notice.

Fees and Insurance

1. There is a fee per seat for storage of private boats. This may be reviewed annually by the Committee in April and members will be notified of any increases in fees.
2. This fee is payable by 31 July each year. Richmond Rowing Club is not obliged to invoice members for this fee to be payable.
3. There is no part year storage fee. The full annual fee is payable when boats are stored for a part year.
4. If fees are not paid in a timely manner, the committee may request the boat to be removed from the club with 1 months notice.
5. There is no storage fee for equipment other than boats.

6. Private boats and equipment are stored at the members own risk. Richmond Rowing Club and its members will not be liable for any damage or loss of boats or equipment stored at the Club regardless of the circumstances.
7. Private boats and equipment are transported at the members own risk. Richmond Rowing Club and its members will not be liable for any damage or loss of boats or equipment transported by the Club regardless of the circumstances.
8. Members should ensure that their boats and equipment is adequately insured. Private boat insurance may be organised through the Richmond Rowing Club, however members remain responsible for ensuring that the insurance provided is adequate. Members wishing to use this insurance should contact the Treasurer or Head of Club Development.

Application Process

1. Inquiries regarding available space should be made to the Richmond Rowing Club Captain.
2. Formal requests for storage space should be made to Committee using the Private Equipment Storage Application Form.
3. The Committee will consider the application at the next committee meeting and then inform the member of the outcome. If the request is rejected, reasons for this will be provided.
4. If there is no space available, members applying for space will be placed on a waiting list in the order in which applications are received.
5. The first storage fee is payable prior to the boat being stored at the club and within 1 month of committee approval of storage space.

Storage Conditions

1. The Committee, or Captain as the Committee's delegate, will determine where each private boat or equipment items will be stored at Richmond Rowing Club.
2. The Committee, or Captain as the Committee's delegate, will determine how private boats are to be stored at Richmond Rowing Club. For example, there may be a requirement to store boats with no riggers.
3. The Committee reserves the right to change the position and how private boats and equipment are stored from time to time as required to maintain maximum storage space and safety of all fleet and private boats and other equipment.
4. There may be exceptional circumstances under which members are requested to remove private boats and equipment for a period of time. For example, for major renovations. The Committee will endeavour to give the maximum notice period to members and to minimise any disruptions.

Application for Private Equipment Storage

This form is to be used to formally request space to store private boats and equipment at Richmond Rowing Club. Members are advised to apply for space as early as possible. Applications will be considered at the next committee meeting.

Members should review the Private Equipment Storage policy to ensure that they are familiar with the conditions under which equipment will be stored before applying for space.

Name: _____

Date of Application: _____

Equipment requested to be stored: _____

Preferred date to commence storage: _____

Date joined Richmond Rowing Club: _____

Intended Club representation / coaching / club administration this season:

Signed: _____