



## **EQUIPMENT POLICY**

1. The Provincial Coach will administer this policy on behalf of the Manitoba Cycling Association (MCA).
2. Prior to each racing season, the Provincial Coach will submit a complete inventory, including the condition of same, to the Board of Directors (Board).
3. Equipment owned by the MCA may be loaned to members of the Association only.
4. It will be the responsibility of the athlete wishing to use the equipment, to pick it up from the Provincial Coach and to return it at the request of either the MCA Office or the Provincial Coach.
5. The member borrowing the equipment will sign for it, prior to receiving the equipment. If the member is a minor, a parent or guardian must sign the form. A return date must be stated.
6. A replacement value has been assigned to each piece of equipment and these values must appear on the loan form. The athlete should inspect the equipment to make sure any existing damage or missing parts are noted on the form before signing. The following list may be expanded or updated as conditions dictate.
  - a) Disk Wheels \$100.00 each
  - b) Zipp Disks \$2,000.00 per pair
  - c) Computrainers \$2,000.00 each
7. The signature of the member (parent or guardian) shall be regarded as acceptance of responsibility for the equipment loaned. The member (parent or guardian) to whom the equipment has been loaned will make good any losses to the MCA in accordance with the table in item 6 of this policy. Damage to equipment sustained during races or training sessions shall NOT be charged to the member (parent or guardian) in possession of the equipment, provided that the activity is part of the Provincial Program.
8. If it is necessary to transfer equipment directly from one member to another, the member giving up the equipment is responsible to obtain the signature of the member receiving the equipment. The signed form shall be given to the Provincial Coach, as soon as possible. In the event this requirement is not followed, the original person signing will remain ultimately responsible.
9. It will be the responsibility of the Provincial Coach to affix a number to each piece of equipment in the most permanent manner feasible. These identification numbers must appear on the loan forms.

10. Any equipment offered for loan by the MCA shall be considered suitable and capable of doing that for which it is intended, however, the MCA, its officers, members or agents do not offer any guarantee or warranty, either expressed or implied.

11. A deposit is required at the time the loan is made which shall be returned to the athlete when the equipment is returned to the Provincial Coach. The deposit will be in the form of a cheque for the full amount of the value of the equipment and postdated 1 day after the return date on the loan form.

Date:

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Member's Name:

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If member is a minor, name of parent or guardian:

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Description of equipment:

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Condition of equipment:

When loaned:

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When returned:

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Expected return date:

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Agreed value of equipment:

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Signature of member

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Signature of parent or guardian

“Approved by the Board of Directors of the Manitoba Cycling Association by motion at a Board meeting held on November 5, 2008”