

Boat Charter Policy & Procedure

Name: Boat Charter Policy & Procedure	Approved by: Sailing Committee
Version: V2, adopted 12 th November 2019	Review date: No later than November 2021

Policy Scope

This Policy applies to all KBSC Sailing Members and visitors wishing to use sailing boats owned by Keppel Bay Sailing Club.

Eligibility

The following people only are eligible to charter sailing boats owned by Keppel Bay Sailing Club:

- KBSC Sailing Members with current sailing membership and recognised sailing competencies - minimum level; Start Sailing 2, Tackers 3 or equivalent.
- Sailing Members of other clubs, with current Australian Sailing membership, may be eligible provided they are also at minimum, Associate Members of Keppel Bay Sailing Club, and meet the above sailing competencies.

Charter Terms and Conditions

1. Charter vessels must not be used in average wind speeds of above 25 kts.
2. Charter usage in wind speeds of above 18 kts is at the charterers risk (damage sustained will be paid for)
Wind speed will be as measured by:
1st instance - Club weather gauge.
2nd Instance – Pumpkin Island (Davis weather gauge). www.weatherlink.com/user/kmss0021/
3rd Instance – BOM Weather Gauge – Rundle Island. www.bom.gov.au/products/IDQ60801/IDQ60801.94378.shtml
Or as directed by KBSC Sports Coordinator or their representative.
3. Charterers must abide by Club storage guidelines (Appendix A).
4. Charterers must report damage/failures via the Club online maintenance request form. <http://kbsc.com.au/policies-forms/>.
5. Charterers must not perform maintenance on charter vessels without prior authority from KBSC Sports Coordinator or their representative.
6. Charters must be paid for before removing the boat from its designated storage area by completing the Boat Charter Agreement (Appendix B).
7. A bond is payable at the commencement of charter and may be withheld if damage to the chartered vessel is deemed to be the fault of the charterer (Appendix B).
8. It is the responsibility of the charterer to perform pre-use inspection as per the charterers checklist - see attachment C and report any faults prior to using the vessel, damage observed after vessel use will be the responsibility of the charterer.
9. The Sailing Committee will review instances where damage is alleged to have been caused by negligence on the part of the charterer and will be the final arbiter in deciding what compensation is due for said damage.
10. Charter vessels must be within the view of designated rescue people at all times.
11. The charter vessel must remain within the designated sailing area on the day. If the vessel is not being used to sail a Club event, it must remain in the bounds of the area shown on p2.



Charter Options

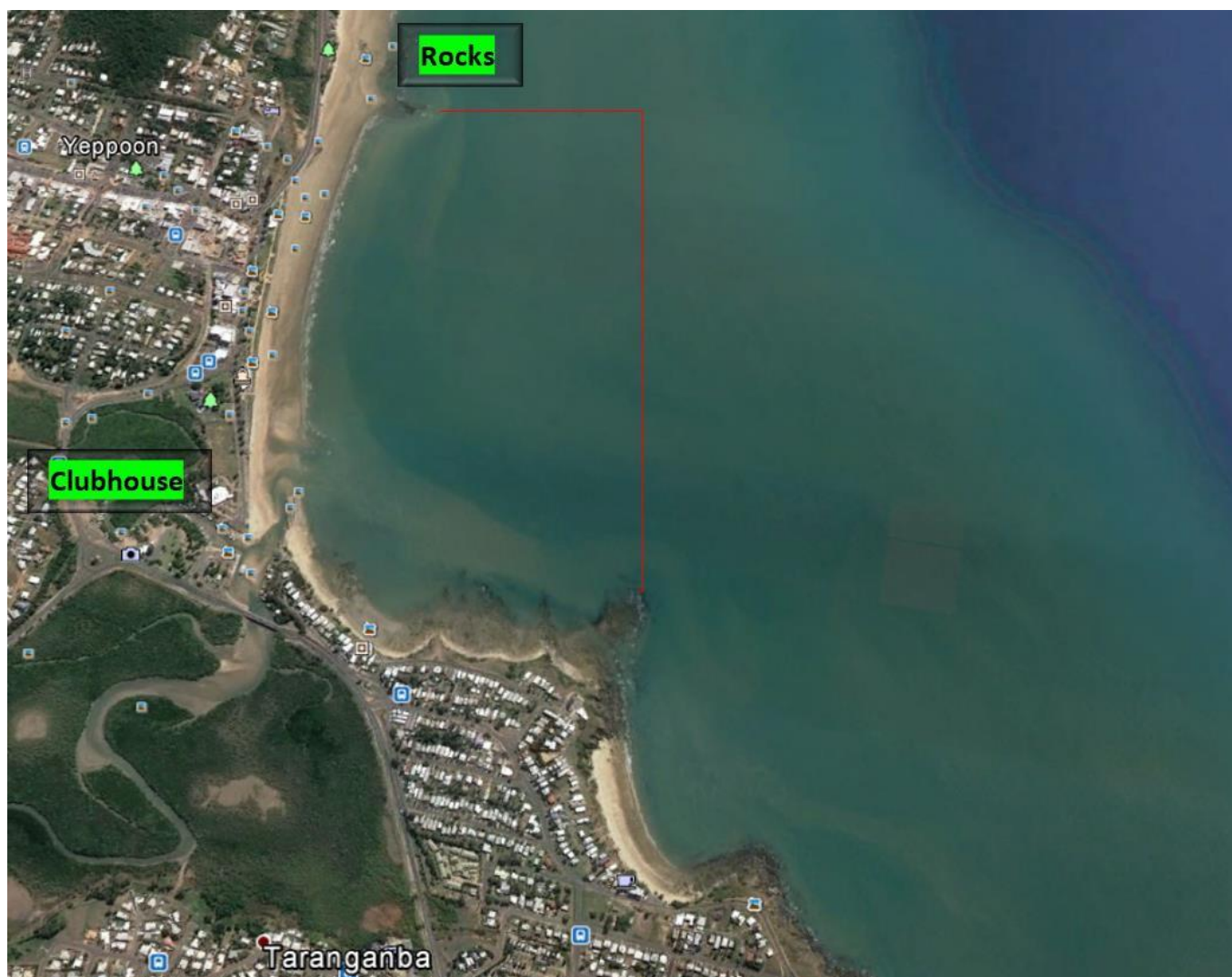
Long term (6 or 12 months - KBSC Members only)

1. Long term charter must be utilised at least 60% of sailing events noted in the KBSC sailing calendar.
2. Once 50% of events for the charter period have been missed the charter agreement is terminated without refund.
3. Charter fees (Appendix B) must be paid before the vessel is used.
4. Boat is available for short term charter if long term charterer is not using vessel on the day.
5. Sailors who book a vessel for long-term and do not utilise it must show cause to the Sailing Committee for future long-term charters to be allowed.

Short Term

1. Short-term charters are booked on a first come first serve basis.
2. Charter fees (Appendix B) must be paid before the vessel is moved from the storage area and/or used.
3. Short term charters can be booked in advance for one charter period only, however the charter fee must be paid at the time of booking.
4. Fees paid in advance for advance bookings are not refundable unless adverse weather or sailing event cancellation prevents the use of the vessel.
5. In the event that a chartered vessel is not utilised on the day it will be made available for others to charter.

Designated Sailing Area



Appendix A - Storage Guidelines

OPTIS

For Club and private boats:

- Hulls are to always be placed on the storage rack provided, with foils in bags inside the boat.
- Rigs must be stored in rack – Flag must be removed and stored inside foil bag.
- Hulls must always be thoroughly washed down before placed back in storage.
- Always ensure that trolleys are washed and returned cleaned to the trolley hanging rack.

SABOT

For Club and private boats:

- Hulls are to always be placed on the storage rack provided, with all equipment safely stored inside the boat.
- Masts must be thoroughly washed down and placed in the mast holes for storage.
- Hulls must always be thoroughly washed down before placed back in storage.
- Always ensure that trolleys are returned clean and free of sand to the trolley hanging rack.

LASER

- All Laser hulls are to always be placed in the middle storage bay.

For Club boats:

- Spars must be fully derigged, top and bottom sections separated and stored neatly on shelves
- Sails, mainsheet, turbo kit, bungs and clew straps must be stored in lockers in regatta office.
- Rudders, centreboards and battens must be stored neatly on correct shelves.

For private boats:

- Masts may be permitted to be stored with sails rolled around them and placed on racks above storage bay. If you choose to leave your sail on your mast, you and only you are responsible for any damage that may occur to your sail whilst in storage.
- Laser rigs are not under any circumstances to be stored fully rigged. Masts' top and bottom sections must be separated.
- All other equipment including rudder assembly must be removed from the hull and stored in the cockpit or in your storage locker.
- It is recommended that private boats have covers.
- Hulls must always be thoroughly washed down before placed back in storage.

CORSAIR

- Sails must be put in correct bags and stored on shelves.
- Boat must be washed thoroughly and completely free of sand inside and out.
- Masts are left up and boats must be stored in designated area.
- Self-bailers are to be left open and stand on trailer must be up to allow and water to drain whilst boat is not in use.
- Rudders and centreboards must be stored indoors in the designated space.
- Covers must be put back on at the end of use.

Appendix B – Boat Charter Fees and Agreement

Please highlight relevant info		Short Term			Long Term		
Class	Boat Name	Day	Day including Casual race fee	BOND	½ Season Jan-June OR July-Dec	Full Season July – June	BOND
Optimist	1 – 2 – 3 – 4 – 5 – 6 – 7 – 8 – 9 – 10 – 11 – 12 (Please Circle)	\$20	\$25	\$50	\$200	\$350	\$200
Sabot	Iron Carpentaria	\$20	\$25	\$50	\$200	\$350	\$200
	Iron Yandi						
	Iron Whyalla						
	Iron Pacific						
	Zero Gravity						
Laser 4.7 or Radial (Please circle) Only 1 sail provided per charter	Good Question 4.7/ Radial	\$20	\$25	\$50	\$200	\$350	\$200
	Flash Rays 4.7/ Radial						
	Alicia 4.7/ Radial						
	Beware of the Unknown Radial						
Corsair	Resolute	\$30	\$35	\$50	\$300	\$450	\$200
	Endeavour						
	Sea Eagle						
	Capricorn Mist						
	Oz Spray						
	DogHouse						
	Intrepid						

Payment can be made at Beach Club Café or by providing your credit card details below - you must also complete the Charter's Checklist prior to using the boat.

SKIPPER'S SIGNATURE		DATE	/	/
As the parent/guardian of the above named , I hereby consent to his/her charter of this boat as per the conditions as outlined in the Boat Storage Policy				
PARENTS' SIGNATURE(IFU 18)		DATE	/	/

Authority To Charge Credit Card	
Name on Card	
Type of Card	Visa / MasterCard
Card No.	/ / /
Expiry Date	
Amount	\$
Signature to authorise	

Sign here upon bond refund

Attach receipt to this form

Appendix C – Charter’s checklist

Today’s Date: ___/___/___ Club Event: _____

Charterer’s Name _____ (parent name if Under 18) Skipper’s Name _____

Boat Name _____ Class _____ Sail No. _____

To be completed by the Charterer <u>prior to use</u> Please place a line through any equipment not relevant to the boat you are using	To be completed by KBSC Sports Coordinator or committee member <u>after use</u>
If okay please tick <input type="checkbox"/> Mast, sprit and boom <input type="checkbox"/> Sail/s <input type="checkbox"/> Shrouds <input type="checkbox"/> Buoyancy bags <input type="checkbox"/> Flag <input type="checkbox"/> Rudder and tiller <input type="checkbox"/> Centreboard <input type="checkbox"/> Hull <input type="checkbox"/> Self bailer <input type="checkbox"/> Trailer	If okay please tick <input type="checkbox"/> Mast, sprit and boom <input type="checkbox"/> Sail/s <input type="checkbox"/> Shrouds <input type="checkbox"/> Buoyancy bags <input type="checkbox"/> Flag <input type="checkbox"/> Rudder and tiller <input type="checkbox"/> Centreboard <input type="checkbox"/> Hull <input type="checkbox"/> Self bailer <input type="checkbox"/> Trailer <input type="checkbox"/> Boat and equipment is stored correctly
Please describe any broken or damaged parts.	Please describe any broken or damaged parts.
Is there anything that could be considered a safety hazard? If yes, Tag the equipment and fill out an online maintenance request- Do Not Use.	Is there anything that could be considered a safety hazard? If yes, Tag the equipment and fill out an online maintenance request
_____ Charterer’s Signature _____ Sports Coordinator/committee member’s signature: Time Out: _____	_____ Charterer’s Signature _____ Sports Coordinator/committee member’s signature: Time Returned: _____

THIS FORM MUST BE COMPLETED AND RETURNED AT CONCLUSION OF CHARTER IN ORDER FOR BOND TO BE REIMBURSED