Policy & Procedure – Boat Charter

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Version Control				
Version	**Author**	**Approver**	**Date**	**Changes**
Feb 26	Conrad Byrt, Bevan Newton	Sailing Committee	19/02/2026	Reduction of average wind speed for boat charters from 25konts to 22knots Change of second instance for wind speed measured to Yeppoon gust reading (Pumpkin Island no longer in service) Change role description from Sports Coordinator to Sailing Manager Terms and conditions additions: Junior Sailing Members charter fee's waived if enrolled in training programs. No grounds for average points if charters are cancelled due to adverse weather. Change to be flexible around bond deposits (wording changed to may) Storage guidelines updated to reflect new clubhouse storage system Appendix B updated to reflect current boats available for charter and current pricing Removal of authority to charge credit card section (we take cash or card on the day) Appendix C removal of tag's for maintenance (online maintenance report system in place)

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, Out There 3 or equivalent.
- Sailing Members of other clubs, with current Australian Sailing membership, may be eligible provided they are also at a minimum, Associate Members of Keppel Bay Sailing Club, and meet the above sailing competencies.

Charter Terms and Conditions

Charter vessels must not be used at average wind speeds of above 22 kts.

Charter usage in wind speeds of above 18 kts is at the charterer's risk (damage sustained will be paid for). Wind speed will be as measured by:

- 1st instance - Club weather gauge.
- 2nd Instance BOM Weather Guage - Yeppoon. (gust reading) Latest Weather Observations Yeppoon
- 3rd Instance – BOM Weather Gauge – Rundle Island. www.bom.gov.au/products/IDQ60801/IDQ60801.94378.shtml Or as directed by KBSC Sailing Manager or their representative.

Charterers must abide by Club storage guidelines (Appendix A).

Charterers must report damage/failures via the Club online maintenance request form http://kbsc.com.au/policies-forms/.

Charterers must not perform maintenance on charter vessels without prior authority from KBSC Sailing Manager or their representative.

Junior Sailing Members that participate in current training programs may be eligible for charter fees to be waived.

Charters must be paid for before removing the boat from its designated storage area by completing the Boat Charter Agreement (Appendix B).

A bond may be payable at the commencement of the charter and may be withheld if damage to the chartered vessel is deemed to be the fault of the charterer (Appendix B).

Charters cancelled due to adverse weather conditions will not be eligible for average points.

It is the responsibility of the charterer to perform a pre-use inspection as per the charterer's 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.

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.

Charter vessels must be within the view of designated rescue people at all times.

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 within the bounds of the designated sailing area shown below.

Charter Options

Long term

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 the long-term charterer is not utilising the 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

- Hulls are to always be placed on the storage rack provided, with foils in bags inside the boat.
- Rigs must be rolled up and mast bag put on then stored in rack
- Hulls must always be thoroughly washed down before being placed back in storage.
- Always ensure that trolleys are washed placed upside down on boat in the rack.

Sabot

- 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 area 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 storage area.

Laser

- All Laser hulls are to always be placed upside down in the correct rack space.
- Spars must be fully derigged, top and bottom sections separated and stored neatly in the rack.
- Hulls must always be thoroughly washed down before being placed back in storage.
- Rudders, centreboards and battens must be stored neatly on racking.

Corsairs, RS Reva & RS Toura

- 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 and bungs 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 and booms must be stored indoors in the designated rack.
- Covers must be put back on at the end of use.

Windsurfers & SUP

- Boards are to be washed thoroughly after use and placed on the windsurf/Sup trailer rack.
- Windsurf Sails, booms and masts are to be placed back inside bags and returned to the trailer rack.
- SUP paddles are to be placed back on the trailer rack.

Appendix B – Boat Charter Fees and Agreement

Class	Boat Name/Number	Day	6 months	12 Months
Optimist	1 – 2 – 3 – 4 – 5 – 6 7 – 8 – 9 – 10 – 11 - 12 (Please Circle)	$20	$200	$350
Sabot	Iron Carpentaria Iron Yandi Iron Whyalla Iron Pacific Running Hot	$20	$200	$350
Laser **4.7 or Radial** (Please circle) Only 1 sail provided per charter	Good Question 4.7/ Radial Flash Rays 4.7/ Radial	$20	$200	$350
Corsair	Resolute Endeavour Sea Eagle Capricorn Mist Oz Spray Doghouse Intrepid	$30	$300	$450
RS Feva	7745 – 7742 – 7737 – 7422 – 7743 - 7403 (please circle)	$40	$400 (Junior members only)	$700 (Junior members only)
SUP Board	1 – 2 – 3 – 4 – 5 – 6 (please circle)	$30	N/A	N/A
Windsurfers	Green Board Orange Board Blue Board 3m Sail 4m Sail	$30	N/A	N/A
RS Toura	Touranado Toura-ific	$50	N/A	N/A

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

Appendix C – Charter's Checklist

Today's Date: __/__/__ Club Event:_____Charterer's Name:(parent 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 Sailing Manager or committee member <u>after use</u>**
If okay please tick ☐ Mast, sprit and boom ☐ Sail/s ☐ Shrouds ☐ Buoyancy bags ☐ Flag ☐ Rudder and tiller ☐ Centreboard ☐ Hull ☐ Self bailer ☐ Trailer	If okay please tick ☐ Mast, sprit and boom ☐ Sail/s ☐ Shrouds ☐ Buoyancy bags ☐ Flag ☐ Rudder and tiller ☐ Centreboard ☐ Hull ☐ Self bailer ☐ Trailer ☐ **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, fill out an online maintenance request- Do Not Use.	Is there anything that could be considered a safety hazard? If yes, fill out an online maintenance request
_____ **Charterer's Signature** _____ **Sailing Manager/committee member's signature:** Time Out: _____	_____ **Charterer's Signature** _____ **Sailing Manager/committee member's signature:** Time Returned: _____

THIS FORM MUST BE COMPLETED AND RETURNED AT CONCLUSION OF CHARTER