



VCA EQUIPMENT LENDING POLICY

1 Introduction

This policy follows through the VCA's commitment under its Rules to developing and extending the sport of croquet in Victoria.

For this purpose, used hoops and balls, which are in storage at the Victorian Croquet Centre form a 'lending library' are available for the borrowing by start-up clubs so that they can set up croquet court/s.

This equipment may be borrowed by a new club, where it is an incorporated entity, or by a Regional Association which is prepared to take responsibility for borrowing equipment on behalf of an emergent group in their Region.

Equipment may also be borrowed by existing clubs to satisfy a short term need, for example, when the club's hoops are being powder coated.

2 Qualification

A club or Regional Association wishing to borrow equipment must be an incorporated association.

In the case of a new club, it is expected that the club will affiliate with a VCA Region within twelve months from the date of signing the attached Memorandum of Understanding.

3 Period of Loan

All borrowed equipment must be returned to VCA at the expiration of the twelve month period from the date of signing the attached Memorandum of Understanding.

4 Reimbursement to VCA if equipment lost or damaged beyond further use

VCA is prepared to lend sufficient equipment (if available) to set up two courts, double banked.

Whilst the VCA equipment that has been lent is used, if damaged beyond repair it is expected that the equipment will be replaced with equipment in similar condition.

AUTHORISATION

Attachment: Memorandum of Understanding

MEMORANDUM OF UNDERSTANDING

between

Victorian Croquet Association Inc

and

.....
(Name of club or regional association)

The purpose of this MOU is to define the framework of cooperation between VCA Inc and the body name above.

It is understood and agreed by both parties that:

- 1 VCA equipment is lent for twelve months from the date of signing this MOU.
- 2 Equipment to be returned at the expiration of twelve months period in similar state (allowing for reasonable for wear) to when it was first acquired.
- 3 Equipment damaged beyond further usage to be replaced with equipment in similar condition by club named above.
- 4 Equipment borrowed under this MOU comprises *(complete/delete as necessary)*
Set of Hoops - Qty
Set of Balls, Primary colours - Qty
Set of Balls, Secondary colours - Qty

.....
(Signature on behalf of VCA)

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(Signature of behalf of Club/Region entering MOU)

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(Position)

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(Position)

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(Date)