

WAKEFIELD JUNIOR TRIATHLON CLUB

BIKE HIRE POLICY AND AGREEMENT

Contents Page

Section:

1. Principles of the bike hire agreement
2. Wakefield Triathlon Club's responsibility
3. Parents/guardian's responsibility
4. Repairs and replacement parts
5. Return of the bike at the end of the hire period
6. Duration of agreement
7. Indemnity
8. Accidents
9. Charges and payment

Appendix 1 Signature page 1 Parent/guardian copy

Appendix 2 Signature page 2 Wakefield Triathlon Club copy

1. Principles of the bike hire agreement

Wakefield Junior Triathlon Club (WJTC) have purchased and own a number of children's bikes in various makes and sizes to support new members in being able to participate in and learn new cycling skills during their regular training sessions at BKCAT.

These bikes once out on a hire agreement may also be used by the junior members for entering different individual cycling events such as cyclo cross competitions, triathlon events, family bike rides arranged by the club or personal recreational cycling for the duration of the hire.

This agreement allows the parent/guardian of the junior member named in the hire agreement to take temporary responsibility for the safe transport, storage, repair & routine maintenance and cleaning of the bike for the agreed hire period.

The hire agreement covers a maximum period of 3 months to ensure fair and open access to use of the bikes by other junior members.

2. Wakefield Junior Triathlon Club responsibility

WJTC is fully committed to ensuring the highest possible safety standards for their bikes.

It is the clubs responsibility to ensure that all bikes owned and used by the club are in a good condition before the start of the hire period. Also, the club will ensure that all requirements of the manufacturer's warranty and the manufacturer's recommendations are fully complied with, whilst the bikes are under the direct control of the club.

The club will recall each individual bike for a regular 12 monthly service during the month of December. The club will maintain the service history which it will keep on record whilst the bike remains in its ownership. These documents can be reviewed on request.

The service will check the following: the correct working order of the essential working components including the gears, chain, brakes cables, tyres and inner tubes. If the bike or components have been damaged whilst in the care of the parent/guardian, charges may be levied to the parent/guardian following the service.

The bike hire manager will be responsible for discussing the tyre pressure requirements, seat height adjustment and gear workings with the parents/guardian prior to the hire.

The bike hire manager will also ensure that the junior tri member using the bike has basic bike safety and riding skills before taking the bike out on a hire agreement to ensure it is a suitable bike to meet the skill requirement of the junior member.

The club will also ensure that all junior members wear appropriate clothing and safety equipment such as helmets in compliance with the British Cycling Club safety standard requirements. Any junior member failing to comply will not be allowed to participate in a training session.

3. Parent/Guardian's responsibility

The parent has to agree to discharge their responsibilities described below and the club has the right to refuse to enter into a request for a hire agreement at the committee/bike hire managers discretion.

It is the responsibility of the parent/guardian of the junior club member to ensure that the junior member has access to and wears appropriate cycling clothing and safety equipment e.g. a good fitting helmet, gloves, suitable footwear and leg wear whenever they use the club bike.

It is the responsibility of the parent/guardian of the junior club member to keep and maintain the bike in good working order for the duration of the agreement. Any damage to components should be reported to the club and repaired by the parent/guardian.

Parents should give the bike a safety check to ensure that the tyres are at the right pressure and the bike is in a safe state before each ride. Advice can be given by the bike hire manager / club coaches.

Parents also need to take note of the following:

- Ensuring that the bike is transported safely to and from the club training sessions.
- Ensuring that the bike is stored in a safe and secure environment to minimize the risk of theft or accidental damage during the hire period.
- Ensuring that the tyres are kept at the correct pressure and that the essential working components of the bike are in good working order.
- Keeping the bike clean.
- Returning the bike in the same good safe condition as it was at the start of the hire period.
- Ensuring the junior members riding safety whilst using the bike outside of the clubs designated training sessions complying with road safety requirements.
- Not to use the bike for more than one person at a time.
- The club bike is not designed for using at home when playing with friends etc.
- Not to tamper with the bike or make temporary or permanent modifications that would compromise the manufacturers warranty agreement or recommendations.

4. Repairs and Replacement Parts

If the bike or a bike component is damaged during the hire period, it is the parent/guardian's responsibility to repair the damage in a timely manner and at their own expense and notify the club at a future date.

If there are any other breakages or failure with the bikes working components the parent is responsible for ensuring that the bike is not used until the problem is resolved.

Contact re bike hire can be made via the following methods:

Bike Hire Manager : Gary Pritchard - 07403410353
gpritchard191@yahoo.co.uk

5. Return of the bike at the end of the hire period

It is the responsibility of the members parents / guardians to return the bike to the club on the date specified at the end of the hire agreement.

This must be at an agreed date with the bike hire manager who will take safe custody of the bike.

Parents can return the bike before the end of the hire agreement with prior arrangement with the club.

If the bike is damaged when it is returned, the club will make arrangements to make the repairs and any cost will be charged to the parent/guardian.

6. Duration of the hire agreement

The period of the hire will be for 3 months from the date the agreement page at appendix 1.

The bike MUST be returned to the club at the end of this hire period.

It may be possible that a further bike hire can be arranged at the end of this period subject to the committee / bike hire manager discretion. (see payment section)

The club retains the sole ownership of the bike and reserves the right to request its return.

7. Indemnity

During the hire period, the bike should be covered under the household contents policy of the parent/guardian. If the bike is stolen during the hire period, it the responsibility of the parent/guardian to replace the bike to the same make & specification. Therefore, great care should be taken with the hire bikes.

8. Accidents

Any accidents that occur with the junior member whilst using the bike on the hire scheme involving them individually or a third party are not covered by the clubs insurance and will remain the responsibility of the hire parent/guardian to deal with through their own approach or insurance policy.

The club will not be liable for any third party claims.

9. Charges and payment

A deposit of £50 , this will be refunded when the bike is returned, must be paid along with a 3 month non refundable hire charge of £40.00. If a further hire period is negotiated with the club, then the hirer will enter another £40.00 charging period. However, during this second period, the club may make a request for the bike to be returned, if demand is high. The club will give two weeks notice to the parent/guardian to return the bike to the club.

Cash payments can be accepted at the time of the hire arrangement and must be paid to the bike hire manager or registration volunteer before the bike is taken.

If you wish to pay by bank transfer please pay the sum of £90.00 via bank transfer to Wakefield Junior Tri Club. Sort Code: 77-71-71 Account Number :66193360 and use the reference 'Bike Hire' and the surname of the child. The bike will be released to you for hire when the payment has cleared and has been confirmed by the Treasurer.

For deposit refunds please email the club Treasurer once the bike has been returned with your bank details at kathryn@haywood-developments.co.uk

Appendix 1..... Wakefield Triathlon Hire Agreement (Parent copy)

This bike hire agreement covers the hire of Wakefield Triathlon Club's bike detailed below

Make & Model.....
Serial Number.....
Colour.....
WJTC bike number.....

The club retains the sole ownership of the bike and reserves the right to request its return.

The hire period starts onand ends on
.....

The hire agreement is between Wakefield Junior Triathlon Club and the parent /guardian of junior member

Parent/guardian Name.....
Address.....
.....
.....
Home telephone.....Mobile

I have read, discussed and understand the terms of this temporary hire agreement and I am happy to accept my responsibilities in relation to safe storage and use of the bike and returning it on the date agreed in good condition.

Parent/Guardian Signature.....

Date.....

Payment received Yes/No
Method Cash/Bank transfer
Date.....

Bike Hire Manager Signature
Safety check completed Yes / No
Date.....

To be completed on return of the bike at the end of the hire period

Bike returned in good condition Yes / No
Comments.....
.....

Bike Hire Manager Signature
Date.....

Appendix 2..... Wakefield Triathlon Hire Agreement (Club copy)

This bike hire agreement covers the hire of Wakefield Triathlon Club's bike detailed below

Make & Model.....
Serial Number.....
Colour.....
WJTC bike number.....

The club retains the sole ownership of the bike and reserves the right to request its return.

The hire period starts onand ends on
.....

The hire agreement is between Wakefield Junior Triathlon Club and the parent /guardian of junior member

Parent/guardian Name.....
Address.....
.....
.....
Home telephone..... Mobile

I have read, discussed and understand the terms of this temporary hire agreement and I am happy to accept my responsibilities in relation to safe storage and use of the bike and returning it on the date agreed in good condition.

Parent/Guardian Signature.....

Date.....

Payment received?
Method Cash / Bank Transfer
Date.....

Bike Hire Manager Signature.....
Safety check completed Yes / No
Date.....

To be completed on return of the bike at the end of the hire period

Bike returned in good condition Yes / No
Comments.....
.....

Bike Hire Manager Signature
Date.....