

LOANER KIT RELEASE FORM

ORGANIZATION: _____ **CONTACT NAME:** _____

PHONE: _____ **FAX:** _____ **LOANER PERIOD:** _____

IN ORDER FOR YOUR GROUP TO RECEIVE THIS KIT, YOU MUST SEND BACK THIS SIGNED FORM UPON RECEIPT OF YOUR CONFIRMATION LETTER.

1. RELEASE FORM

The Loaner Kit received from the Saskatchewan Broomball Association (S.B.A.) contains brooms, shoes, balls, bags, and various resource material. We, the user group, are totally responsible for the equipment, the participants, and all related activities while in possession of the Loaner Kit.

It is the responsibility of the user group to ensure the safety and enjoyment of participants. Proper headgear is required and necessary for all Broomball activities. The S.B.A. and the Board of Education does not endorse, approve, or recommend any Broomball activity unless proper equipment is worn and in particular, a CSA approved hockey helmet.

The S.B.A., its Executive, employees and volunteers cannot be held liable for injury to any individual as a result of the use of the Loaner Equipment.

The S.B.A., its Executive, employees, and volunteers cannot be held liable for injury that may occur resulting from broken or damaged equipment.

It is the responsibility of the user group to ensure that the equipment received is safe prior to its use. If items are not in a safe useable condition, the user group must immediately remove this equipment and notify the S.B.A. so that the items can be replaced (i.e., loose broom heads, cracked broom handles, ripped shoe soles, cracked balls or any other item found to be dangerous).

The S.B.A. Loaner Kit program is strictly for promotional and educational use and was developed to allow people to experience Broomball in a safe, enjoyable manner. If for any reason you can not use the equipment when you receive it please let us know immediately as we always have an extensive waiting list.

2. FOLLOW UP

Groups using the loaner equipment must complete the follow up form after use of the kit. The information is vital to ensuring that this program will continue to be supported by the SBA. Please take the time to complete it properly.

3. EQUIPMENT/LOSS OR DAMAGE

User groups will complete the equipment inventory, adhere to all program policies and agree to pay the replacement costs for all broken, damaged or lost equipment as follows:

- a) **SHOES: \$75.00/PAIR**
- b) **BROOMS: \$20.00/EACH**
- c) **BALLS: \$20.00/EACH**
- d) **BAGS: \$40.00/EACH**
- e) **RULE BOOK: \$5.00/EACH**
- f) **INTRODUCTORY BOOK: \$3.00/EACH**
- g) **LEVEL ONE COACHING MANUAL: \$40.00/EACH**

Count the equipment and fill out the loaner kit equipment invoice form prior to your first use. Fax a copy of the form to the S.B.A. office immediately to ensure that your group is not charged for equipment that was broken or lost by a previous group. As well, fill out the equipment invoice form again after using the kit, and send it in to the S.B.A. office. If you do not fill out the forms as requested you may be charged for damage to equipment caused by other groups.

User groups must inform the S.B.A. of any lost, damaged or broken items **as soon as they occur**, so that they can be replaced in time for the next user groups. Forward a cheque ASAP for all items.

Shoes must be dried and aired out after each use. Shoes must also be tied and sorted into sizes prior to passing them on to the next user group. If laces are broken they must be replaced.

Broomball equipment is to be used on an ice surface only. Walking to the rink from the school does irreversible damage to the shoes that you will be charged for. Shoes should also not be used on an ice surface with excessive water. This also damages the shoes and your group will be charged accordingly.

4. SHIPPING

Equipment is to be forwarded to the next user group and should be sent C.O.D. by bus. Groups receiving the equipment are responsible to pay the freight charges. You are required to send the Loaner Kit to the next user group after the **Wednesday** of the second week of your loaner period, to ensure that the next group can start their program on the Monday of their first week.

Phone this group the week prior to your loaner kit period and ask them when the equipment will be sent to you. It is your responsibility to contact this group should your equipment not arrive on time. After contacting them, if problems remain, contact the SBA office.

5. Groups failing to comply with any of the above noted policies will be excluded from future involvement.

****The Saskatchewan Broomball Association reserves the right to withdraw loaner kits for membership projects without warning at any time.**

I have read the above information, I understand it, and on behalf of the user group, agree to abide by the conditions herein.

PRINT NAME: _____ **SIGNATURE:** _____ **DATE:** _____

ORGANIZATION: _____ **PHONE:** _____

In no way does the S.B.A. gain financially from the Loaner Kit program.