

NOTE: All equipment / chair loans are subject to availability and at the discretion of WS NSW. Rugby Chairs, Racing Chairs and Handcycles are for individual loan only due to limited stock.

1. **The individual completing the form is responsible for the condition and maintenance of the chairs for the duration of the loan.**
2. Loans can only be made by current financial members or affiliated organisations of Wheelchair Sports NSW.
3. Equipment may be loaned for no longer than 7 days, 10% of the total loan fee will be charged for each additional day.
4. A \$1000 bond for chairs is required from organisations for weekly chair loans.
5. Bonds will be returned in full if the condition of the chair upon return is deemed satisfactory.
6. A detailed Loan Agreement form will be completed by the intended borrower.
7. A detailed checklist of the chair(s) will be signed off by both parties at the time of the loan handover and loan return.
8. All chairs and equipment remain the property of WS NSW and WS NSW reserves the right to recall chairs if it is established they are not being utilised or abused.
9. Organisations and individuals are responsible for basic maintenance of the chairs. E.g. replacement of tubes, tyres & spokes while on loan.
10. Any significant maintenance required must be reported to WS NSW and carried out by the wheelchair manufacturer or an approved agent, e.g. cracked frames, upholstery.
11. **At the end of the loan period the Chair must be returned to WS NSW at which time the full bond will be refunded dependant upon the condition of the chair.**