

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

1. Loans can only be made by current financial members of Wheelchair Sports NSW.
2. Loans can be made by individual full members or recognised WS NSW regional groups.
3. Individual full members may borrow a chair for a minimum of 3 months and a maximum of 12 months (The loan period).
4. Recognised WS NSW regional groups may borrow chairs on a long term basis.
5. A \$500 bond per chair is required from individual members and recognised WS NSW regional groups.
6. Individual members may pay the \$500 bond in two instalments of \$250 within the first 6 weeks of borrowing a chair.
7. Athlete and Regional Levy Accounts can be used to pay bonds. Accordingly Bonds will be reimbursed to levy accounts.
8. Bonds will be returned in full if the condition of the chair upon return is deemed satisfactory.
9. A detailed Loan Agreement form will be completed by the intended borrower.
10. A detailed checklist of the chair(s) will be signed off by both parties at the time of the loan handover and loan return.
11. All chairs remain the property of WS NSW and WS NSW reserves the right to recall chairs if it is established they are not being utilised.
12. Individuals are responsible for returning a quarterly report on the usage of a chair.
13. Regional groups are responsible for returning a half yearly report on the usage of chairs.
14. At WSNSW request members will make loan chairs available for inspection by a nominated WS NSW representative. This may require members to bring the chair to the WS NSW Sydney office.
15. When borrowing chairs, Regions must firstly indicate the following:
 - Nominated person to be responsible for chairs
 - Storage/ security provisions for the chairs
 - Nominated person or firm responsible for the maintenance of the chairs
14. Individuals and regional groups are responsible for basic maintenance of the chairs. e.g. replacement of tubes, tyres & spokes.

15. 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.
16. Chairs can be exchanged within the loan period.
17. At the end of the loan period the Chair must be returned to WS NSW at which time the full bond of \$500 will be refunded dependant upon the condition of the chair. At this time WS NSW may provide members with the following additional options:
 - a) Renew the loan of the chair by paying a second amount of \$500. OR;
 - b) Purchase the loan chair from Wheelchair Sports NSW.
18. Once an initial 12 month loan period has expired Junior members (members 20 years old and under) may apply to continue the loan of a chair at no additional cost. Loans will be extended at the discretion of WS NSW.
19. If a junior members loan period is extended WS NSW has the right to recall the chair at anytime. This would then provide the opportunity for other members to experience a chair.
20. Chairs are generally available for one loan period per type of sports chair per member.