

EMORY UNIVERSITY / OUTDOOR EMORY EQUIPMENT RENTAL POLICY

ELIGIBILITY / INDIVIDUALS

Current Outdoor Emory members may rent equipment.

The following individuals must receive permission from the President of Outdoor Emory to rent equipment and may need to pay a rental fee:

- 1) Representatives of other Student Government Association (SGA) chartered organizations with the intent of using Outdoor Emory equipment for functions associated with the organization;
- 2) Representatives from Emory University academic departments;
- 3) Other Emory students or affiliates;

ELIGIBILITY / GROUPS

No groups are eligible for Outdoor Emory equipment rental. Groups may designate an individual who is eligible to accept responsibility for rented equipment.

ELIGIBILITY / DEPOSITS

All individuals, other than current Outdoor Emory members, will be required to pay a deposit for rental equipment. The deposit may vary based on equipment quality.

EQUIPMENT	DEPOSIT
Tent (includes tarp, fly, poles, stakes)	\$40
Sleeping Bag	\$10
Camp Stove	\$10
Backpack	\$30
Cooking equipment	\$2 per piece

ELIGIBILITY / RENTAL LIMITS

No individual may rent equipment for more than nine (9) persons as determined in the sole discretion of the President of Outdoor Emory.

RENTAL PROCESS / REQUEST SUBMISSION

All equipment rental requests shall be made via the equipment request form on the Outdoor Emory website. Request made fewer than two days in advance are not guaranteed to be fulfilled due to the short notice of the request.

RENTAL PROCESS / EQUIPMENT PICKUP

Equipment must be picked up on a date and time agreed to by an Outdoor Emory equipment manager or during open gear hours. Any removal or attempted removal of Outdoor Emory equipment other than as set forth in this policy shall be subject to the penalties outlined in the section below. The Outdoor Emory equipment manager will document the condition of the rental equipment prior to rental and both parties will acknowledge the condition of each piece of equipment.

RENTAL PROCESS / EQUIPMENT RETURN

Equipment must be returned on a date and time agreed to by an Outdoor Emory equipment manager or during open gear hours. If the rented equipment remains in the renter's possession more than two (2) weeks past the agreed upon return date, the equipment will be considered stolen. The equipment manager (s) will inspect the equipment upon return and will note any discrepancies between the loaned condition and the returned condition.

EQUIPMENT CONDITION / RETURN CONDITION

Equipment must be returned organized, clean, dry, and in the same working condition as when it was loaned. The renter will be responsible for any damage to the Outdoor Emory equipment.

EQUIPMENT CONDITION / DAMAGE

Damage shall be defined as any devaluation of equipment caused by negligent use or improper care. Damages include but are not limited to any piece of Outdoor Emory equipment being broken, ripped, torn, melted or bent; water damage; stains or discoloration; or missing pieces. The renter shall be liable for any damage that occurs to the equipment while in his / her possession regardless of the offending party. The extent and existence of damage to Outdoor Emory owned equipment is at the sole discretion of the

equipment manager(s) of Outdoor Emory. Equipment returned in a condition that could lead to damage (e.g. wet, disorganized, or dirty) will result in a cleaning and organization fee.

Any Outdoor Emory equipment deemed damaged beyond repair, damaged in a way that repair is economically unviable (totaled), or in any other way rendered unusable, will be decommissioned. The equipment manager(s) are the sole arbiters in determining if a piece of equipment will be decommissioned.

PENALTIES / REPAIR AND REPLACEMENT

The renter is responsible for a monetary penalty if equipment is damaged while in the possession of the renter. The monetary penalty associated with damage shall be at the sole discretion of the Treasurer of Outdoor Emory, and shall be based on either the cost to repair or replace the equipment. The renter is responsible for paying the depreciation-adjusted retail price of any items that have been rendered unusable and therefore decommissioned. The President of Outdoor Emory will hear any appeals that arise and be the final arbiter.

PENALTIES / THEFT

Theft of Outdoor Emory equipment will not be tolerated and shall be defined as:

- 1) The removal of Outdoor Emory equipment from the Asbury House shed without the knowledge or permission of the equipment manager(s); or
- 2) The failure to return equipment to the possession of Outdoor Emory for two (2) weeks past the agreed upon return date

Theft will result in deference to the Emory University Office of Student Conduct and a fine of the depreciation-adjusted retail price of the equipment.

PENALTIES / CLEANING AND ORGANIZATION FEE

Equipment returned in a state that renders it unable to be immediately used for another equipment rental (e.g., equipment that is wet, dirty, or unpacked), in the sole discretion of the equipment manager(s) will result in a cleaning and organization fee of twenty dollars (\$20).

PENALTIES / STUDENT CONDUCT DEFERRAL

Lack of cooperation with any portion of this policy or any executive member of Outdoor Emory will result in deferral to the Emory University Office of Student Conduct and any applicable fines will be reported to the Bursar of Emory University. Lack of cooperation may result in dismissal from Outdoor Emory and forfeiture of any rights or privileges associated with membership.

