## SCOTTISH AMATEUR SWIMMING ASSOCIATION

## NORTH DISTRICT

## HIRE OF ELECTRONIC STARTING AND TIMING EQUIPMENT

All bookings to be made through Equipment Convenor or Hon Secretary in the absence of the Convenor.

Operator: The equipment must be used by trained operators only.

Insurance: The equipment is fully insured in transit and when stored and being used, but it must not be left unattended in a vehicle.

Transport: The cost of transport shall be met by the hirer and a large closed van big enough to accommodate the Timing pads which are 2m (7ft) long is required.

Set-up: **Please note that it takes approximately 90 minutes for 2 or 3 people to set up the AOE prior to a gala and around 45 minutes to dry and replace in the carrying cases thereafter.**

 This will be the responsibility of the hirer.

## EQUIPMENT AVAILABLE AND FEES FOR HIRE

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| **Hire of full A O E per session (excluding scoreboard) £ 40.00****Hire of Start System only (per session) £ 10.00****Hire of PA/Sound System (per session) £ 15.00****NB I-pods will not be supplied with system unless specifically requested****Hire of old PA/Sound System (per session) £ 10.00****Hire of Backstroke Ledges (per ledge per day) £ 5.00**NB The backstroke ledges are intended for use with the correct type of starting blocks and timing pads. Where these are available the ledges should be available for hire.If the correct starting blocks are not available, then the ledges cannot be hired.Where the correct starting blocks are available, but no timing pads will be in use then it will be necessary to try fitting the ledges in the pool first, to see if they will hang correctly against the pool wall, as any sloping of the wall or presence of a "gutter" may cause the ledges to move and be unsafe for swimmers.Where there is insufficient space between water level and the backstroke starting grips on the blocks has also been found to be an issue for fitting the ledges.If the hire of the ledges is appropriate, then someone who has been taught how to adjust and calibrate them correctly needs to be present to fit. them.**Hire of Headsets Free**NB. Headsets are only available with agreement of the North District Equipment Convenor. Clubs that cannot, or do not wish to use the North District headsets can purchase their own using the available bursary.**Hire of Lap Cards and Bells Free**These **may** be available for hire by agreement with the North District Equipment Convenor.**Hire of Stopwatches**The North District no longer hires out stopwatches. |
| Application forms for use when hiring any North District equipment are appended overleaf. |

## FORM FOR HIRING NORTH DISTRICT EQUIPMENT FOR CLUB MEETS

### Name of Club: ……………………………………………………………………………………..

### Name of Contact Person: …………………………………………………………………………...

### Pool the Equipment will be used in: ………………………………………………………………...

### Email address: ……………………………………………………………………………………..

**Phone number:**  …………………………………………………………………………………………

**Postal Address:** …………………………………………………………………………………………

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| --- | --- | --- | --- | --- |
| Equipment to be Hired  | **First Date of Hire****DD/MM/YY** | **Last Date of Hire****DD/MM/YY** | **Duration or Quantity** | **Other** |
| Full AOE | .. / .. / .. | .. / .. / .. | No of Sessions: …… |  |
| Start System | .. / .. / .. | .. / .. / .. | No of Sessions: …… |  |
| PA/Sound System | .. / .. / .. | .. / .. / .. | No of Sessions: …… | I-pods - Yes/No |
| Old PA/Sound System | .. / .. / .. | .. / .. / .. | No of Sessions: …… | I-pods - Yes/No |
| Backstroke Ledges | .. / .. / .. | .. / .. / .. | No required: ………. |  |
| Headsets | .. / .. / .. | .. / .. / .. | No required: ………. |  |
| Lap Cards & Bells | .. / .. / .. | .. / .. / .. | No required: ………. |  |

Please send this form to the Equipment Convenor at least 28 days before the equipment is required.

The Equipment Convenor will acknowledge your application and it will be the hirer’s responsibility to arrange collection and transport of the equipment being hired.

Equipment must be returned intact and in the same condition as it was received within 7 days unless other arrangements have been made with the Equipment Convenor.

**For use of the Equipment Convenor:**

Notes:

Date application received: …………………………

Cost of hire: …………………………

Date application approved: …………………………

Date equipment uplifted by hirer: ………………

Date equipment returned by hirer: ………………

Condition of equipment: ………………………………………………………………………….

Date form sent to Treasurer for invoicing: ……………………………………………………………..

The original form will be kept by the Equipment Convenor as proof of hire and one copy will be sent to the hiring Club once the application has been approved. A second copy will be sent to Hon. Treasurer for invoicing after the equipment has been returned in satisfactory condition.

All arrangements for uplift and return must be agreed with the Equipment Convenor.

**Tel: 07528 557076 E-mail:** **dsmair99@btinternet.com**

## FORM FOR HIRING NORTH DISTRICT EQUIPMENT FOR DISTRICT MEETS

### Name of District Meet/Championships: ………………………………………………………………….

### Name of Contact Person: …………………………………………………………………………...

### Pool the Equipment will be used in: ………………………………………………………………...

### Email address: ……………………………………………………………………………………..

**Phone number:**  …………………………………………………………………………………………

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Equipment to be Hired  | **First Date of Hire****DD/MM/YY** | **Last Date of Hire****DD/MM/YY** | **Duration or Quantity** | **Other** |
| Full AOE | .. / .. / .. | .. / .. / .. | No of Sessions: …… |  |
| Start System | .. / .. / .. | .. / .. / .. | No of Sessions: …… |  |
| PA/Sound System | .. / .. / .. | .. / .. / .. | No of Sessions: …… | I-pods - Yes/No |
| Backstroke Ledges | .. / .. / .. | .. / .. / .. | No required: ………. |  |
| Headsets | .. / .. / .. | .. / .. / .. | No required: ………. |  |
| Lap Cards & Bells | .. / .. / .. | .. / .. / .. | No required: ………. |  |

Please send this form to the Equipment Convenor at least 28 days before the equipment is required.

The Equipment Convenor will acknowledge your application and it will be the District Swimming Committee’s responsibility to arrange collection and transport of the equipment being hired.

Equipment must be returned intact and in the same condition as it was received within 7 days unless other arrangements have been made with the Equipment Convenor.

**Have you arranged medals, trophy collection from out Trophy Officer?**

Contact Michelle Hall at**richmich5@sky.com**

**For use of the Equipment Convenor:**

Notes:

Date application received: …………………………

Cost of hire: …………………………

Date application approved: …………………………

Date equipment uplifted by hirer: ………………

Date equipment returned by hirer: ………………

Condition of equipment: ………………………………………………………………………….

Date form sent to Treasurer for invoicing: ……………………………………………………………..

The original form will be kept by the Equipment Convenor as proof of hire and one copy will be sent to the hiring Club once the application has been approved. A second copy will be sent to Hon. Treasurer for invoicing after the equipment has been returned in satisfactory condition.

All arrangements for uplift and return must be agreed with the Equipment Convenor.

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