**Section 3**



**Equipment Borrowing**

**Agreement**

Updated February 2019

# Name of event: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Event date: \_\_\_\_\_\_\_\_\_

**To be submitted to the Triathlon Manitoba office**

**a minimum of 21 days prior to the event.**

**Email to – Attn: Equipment Manager,** [triathlon.ed@sportmanitoba.ca](mailto:triathlon.ed@sportmanitoba.ca)

**If you have any questions, contact Jared Spier at 204 925 5636**

**TRIATHLON MANITOBA EQUIPMENT LIST (as of February 2019)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **NO** | **DESCRIPTION** | **REQUESTED** | **TAKEN** | **RETURNED** |
| 1 | Trailer - blue open trailer |  |  |  |
| 1 | Hitch and ball for open trailer |  |  |  |
| 1 | Wire harness for open trailer |  |  |  |
| 1 | Spare Tire (Blue Open Trailer) |  |  |  |
| 1 | Black Enclosed Trailer – 20ft long x 8.5 ft wide, 5000lb capacity |  |  |  |
| 1 | Hitch with ball for covered trailer |  |  |  |
| 96 | Metal A frames for “adult” bike racks |
| 42 | Metal A frames for KOS bike racks |  |  |  |
| 104 | Metal 10’ poles for bike racks |  |  |  |
| 36 | T-Block sections, capacity 8 bikes per section |  |  |  |
| 70 | Name plate signs for T-Blocks, if required. |  |  |  |
| 17 | Metal Stop / Slow sign |  |  |  |
| 29 | Highway safety flags |  |  |  |
| 57 | Safety vests |  |  |  |
| 4 | Older Yellow inflatable buoys with bags |  |  |  |
| 24 | Various sized orange inflatable buoys |  |  |  |
| 6 | Yellow tetrahedron inflatable buoys, 8 feet high, in bags |  |  |  |
| 8 | Yellow banana buoys, 16 ft long, 18 inches diameter |  |  |  |
| 1 | Red tetrahedron inflatable buoy, 8 feet high, in bag |  |  |  |
| 2 | Red banana buoys, 16 ft long,18 inches diameter |  |  |  |
| 1 | Inflator, battery or AC current, red |  |  |  |
| 40 | Cinderblocks |  |  |  |
| Many | Sections of blue carpet, various sizes, needs to be weighted or pegged down |  |  |  |
| 2 | Swim (lifesaving) rings |  |  |  |
| 6 | Blue cooler jugs |  |  |  |
| 5 | Gatorade jugs |  |  |  |
| 10 | Red ice coolers |  |  |  |
| 1 | ‘New’ Medical Cot |  |  |  |
| 1 | Medical kit |  |  |  |
| 1 | Folding 24”x 48” x 29” plastic table |  |  |  |
| 72 | Poly posts with bases |  |  |  |
| 57 | 29” traffic cones |  |  |  |
| 43 | 18” traffic cones |  |  |  |
| 29 | 10” orange plastic cones |  |  |  |
|  | ~300 ft plastic snow fencing |  |  |  |
| 70 | snow fencing posts |  |  |  |
|  | ~350m pennant flagging in Rubbermaid box (Do Not Cut!) |  |  |  |
| 2 | curb ramps |  |  |  |
| 1 | Finish Line scaffold (12 ft long cross piece and two legs) |  |  |  |
| 1 | inflatable start/finish line |  |  |  |
| 1 | blower for inflatable start/finish line (blue and yellow) |  |  |  |
| 3 | podium boxes, white |  |  |  |
| 18 | Sandbags |  |  |  |
| 1 | Chalker |  |  |  |
| 5 | Orange “Caution race in progress” signs (5 bases) |  |  |  |
| 2 | Smaller sized sandwich boards with “Caution race in progress” |  |  |  |
| 1 | Officials kit (with thermometer / vests etc) |  |  |  |
| 1 | Penalty board |  |  |  |
| 1 | Coleman generator (fuel not included) |  |  |  |
| 1 | 50ft orange extension cord on spool |  |  |  |
| 1 | Yellow extension cord |  |  |  |
| 1 | 10’ x 20’ EZUp Tent \*added cost\* - slightly damaged, but useable |  |  |  |
| 1 | 10’x10’ EZUp tents with walls (green) \*added cost\* |  |  |  |
| 2 | 10’ X 10’ white EZUp tents (sides available) |  |  |  |
| 2 | 6’ x 6’ blue pop-up tents (shade only) |  |  |  |
| 2 | 8’ diameter red shade umbrellas |  |  |  |
| 1 | Black wrist bands complete with 2 white tabs (numbers 1 - 210) w/box |  |  |  |
| 1 | Black wrist bands complete with 2 white tabs (numbers 211 - 405) w/box |  |  |  |
| Few | Wooden stakes |  |  |  |
| Many | Assorted signs |  |  |  |
|  |  |  |  |  |
| 1 | Yamaha PA system (2 speakers, mixer & cables) \*added cost\* |  |  |  |
| 2 | Speaker stands for PA system |  |  |  |
| 4 | Flashing amber lights |  |  |  |
| 6 | milk crates |  |  |  |
| 1 | blue rubber garbage can |  |  |  |
| 2 | Megaphones – large, yellow |  |  |  |
| 3 | Megaphones – smaller, red |  |  |  |
| 5 | Brooms |  |  |  |
| 1 | Dolly |  |  |  |
| 3 | ratchet tie-downs |  |  |  |
|  |  |  |  |  |
|  | **Kept at Triathlon MB office:** |  |  |  |
| 20 | Two-way radios complete with charger kit, PPT mics |  |  |  |
| 1 | Race clock (value $7,000) & storage box |  |  |  |
| 1 | Race clock Tripod |  |  |  |
|  |  |  |  |  |
| Notes | Damages / Returns / Items to fix / Misc |  |  |  |
|  |  |  |  |  |

## Equipment Borrowing Agreement

**A $500 damage deposit must be paid to Triathlon Manitoba with the Race Sanctioning submission, at least 45 days prior to the event.** This amount will be refunded as long as all equipment is returned in good order and pre- and post-race reports are files on time. The borrowing race organization will be responsible for equipment lost or damaged worth more than $500 damage deposit.

A borrowing race organization will be charged $20/ hour per person (minimum 1 hour) for work which must be done to load, unload and clean equipment, unless the equipment is returned in storable shape. **Each race shall provide 1 person to assist with loading and unloading.**

Triathlon Manitoba reserves the right to suspend borrowing privileges to organizations with outstanding claims.

Triathlon Manitoba also reserves the right to refuse organizations borrowing privileges at any time.

The cost of renting equipment (with the exception of a few items) is included in the sanctioning fee for your event. Non sanctioned events will have no access to this equipment.

Triathlon Manitoba has the following additional equipment for rent at additional cost to sanctioned events:

P.A. System $20.00 / event (3 day maximum)

New EZ-UP Tents $20.00 each (3 day maximum)

|  |  |
| --- | --- |
| P.A.SYSTEM $20.00 | \_\_\_\_\_\_\_\_\_\_ |
| EZUP TENTS\_\_\_\_\_ at $20.00 | \_\_\_\_\_\_\_\_\_\_ |
| TOTAL: \_\_\_\_\_\_\_\_ PAID: \_\_\_\_\_\_\_\_ | (Cheque to be made payable to Triathlon Manitoba). |

In the “PRE” column on the inventory lists, indicate the number of items you require for your event and fax to Triathlon Manitoba at 925-5703 or e-mail Attn: Equipment Manager at triathlon.ed@sportmanitoba.ca.

The borrowing party must agree to replace, repair and return all equipment borrowed. **Equipment must be cleaned (eg. jugs washed, buoys deflated etc.).**

**RENTAL TRUCK MUST BE RETURNED CLEAN AND FULL OF GAS**

This equipment is to be returned to Tri MB storage location at a time agreed on by the equipment manager. The trailer will be emptied and a post-race check-off done. Groups with outstanding invoices will not have access to equipment.

I have read and agree with the terms and conditions stated herein.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Signature |  | Print Name |  | Date |

Event: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone and Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date and Time Equipment Returned: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Condition of equipment upon return: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_