

# Equipment Use Policy and Regulations

## Polices

Fond du Croix Christian Family Ministries (FdC) recognizes that its outreach and ministry can be increased by providing its physical equipment in support of other organizations and programs designed to serve the community. At the same time, it's necessary that such use of equipment be controlled in the best interests of the organization. The intent of this statement is to establish consistent requirements for all groups who intend to use FdC equipment.

All groups desiring to use FdC equipment must confirm acceptance of the terms herein specified. All required application forms must be completed and approved by FdC. At this time tax-deductible donations cannot be accepted, as we do not have a tax-exempt status. Reimbursement for consumables may be made in cash. If paid by check, please make checks payable to James Quackenboss. Renewal of permission to use equipment will depend, in part, on satisfactory compliance with requirements during the previous period of use.

FdC reserves the right to accept or deny request of use of equipment and to cancel or modify established agreements in the FdC best interests regarding equipment management, requirements for use of the equipment for FdC activities (which shall always have priority), and organizational relationships with governmental regulations.

## Regulations

1. The using group must be a "nonprofit" or an organization whose purposes and activities contribute to the welfare of the community. Those who request permission with intent to solicit for profit will be denied.
2. The objectives of the using group and the activities conducted with FdC equipment must not be in conflict with the mission of FdC as determined by James Quackenboss.
3. Sponsors or leaders of a using group may not charge a fee or receive monetary remuneration for services rendered to the group using Fond du Croix equipment unless specific exception to this rule has been granted in writing by James Quackenboss. However, this does not mean that using groups may not have organizational dues or assessments to meet operating expenses.
4. The equipment to be used in a manner compliant with Wisconsin non-profit status.
5. Alcoholic beverages, liquor, or other non-physician-prescribed drugs will not be permitted while utilizing FdC CFM equipment at any time.
6. Smoking or tobacco use of any kind will not be permitted in or within 100 yards of the equipment.
7. The use of candles or open flames is prohibited in or within 10 yards of flammable equipment (tents, canopies, trailer etc).
8. Using groups will be responsible for leaving the equipment in such condition that another group may comfortably use them; i.e., equipment used will be replaced in customary position; food prep equipment used will be cleaned, dishes cleaned and put away, floors of tents swept, refuse removed from trailer; tents, canopies and other equipment aired out and dried, etc.
9. All setup and teardown will be the responsibility of the using group. Please allow time for this activity when considering event start and end times.
10. The using group shall be held responsible for all loss or damage to equipment during periods when they are using the equipment, excluding normal wear and tear as determined by James Quackenboss.
11. No equipment shall be added, modified, or removed without prior written approval.
12. Permission to use equipment shall not include liability on the part of FdC for property damage or personal injuries resulting from using group activities.

We have read and agree to comply with the Equipment Use Policy and Regulations and as outlined above.

Using Group Name: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_

Printed Name of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_ Phone/Cell #: \_\_\_\_\_

Email Address: \_\_\_\_\_