

Groundbreakers' Good Food Tool Library

Member's Agreement & Tool Use Policy



- 1) The successful operation of the The Groundbreakers Tool Library relies on the good will of its Member to check out and in borrowed tools according to specified lending periods, and to use and care for tools in a responsible manner that will allow for the next user to have a clean and well functioning tool.
- 2) **The Groundbreakers Tool Library** is operating out of a donated space at Out of Hand Store located at 3835 First Avenue, Smithers BC. Out of Hand has generously provided this space and some minimal volunteer time to assist solely with the physical checking out and in of borrowed items. All members must respect this donated service as well as consider the hours of operation of Out of Hand (Mon – Sat 10:00 to 5:00).
- 3) **Groundbreakers Tool Library** bookings, reservations, communications and payments can not be done at the tool depot at Out of Hand. All Reservations must all be made by first viewing the Availability Calendar for each tool via the Groundbreakers website and then emailing reservation request to bvgroundbreakers@gmail.com.
- 4) Only Members may use **Groundbreakers Tool Library** tools. Members will not allow a non-member to use any tool belonging to the **Groundbreakers Tool Library**. To become a member please visit our website at www.bvgroundbreakers.ca . Every Member must be at least 18 years old to borrow tools from the **Groundbreakers Tool Library**.
- 5) Groundbreakers reserves the right to 3 days for replying to the Member email request for borrowing or renewing a tool according to requested dates.
- 6) Before borrowing tools, every Member must:
 1. read both Liability Waiver and this Agreement & Tool Use Policy **and** keep a copy for Member's personal reference.
 2. prior to first tool borrowing, sign at Out of Hand the master paper copy of both the Liability Waiver and this Agreement & Tool Use Policy.
- 7) A Member confirms by way of this Agreement that they are capable of using that tool safely and properly and that they will adhere to the user guides provided with certain tools. **Groundbreakers Tool Library** staff may assist in explaining how to operate tools if emailed in advance.
- 8) Upon Checking Out of the tool at Out of Hand, the following is required:
 - a. A cash or cheque deposit of \$40. (cheque made out to Groundbreakers Agriculture Association)
 - b. Signing of the Waiver and Agreement & Tool Use Policy documents upon the first borrowing of a tool.
 - c. Inspect condition of tool and complete checkout sheet

- 9) The **Groundbreakers Tool Library** is not responsible for any defects in any borrowed tools.
- 10) All tools borrowed are to be returned to the Groundbreakers Tool Library depot inside Out of Hand on the due date, prior to 5:00pm. Our Library will only work if tools are available and ready for other Members to use according to the Calendar, so Late Fees will be implemented.
- 11) A renewal can be made if the tool's Availability Calendar shows the tool is not reserved. Members must email for a confirmation that tool can be renewed to avoid late fees. The **Groundbreakers Tool Library** reserves the right to refuse or limit renewals and may do so based on demand.
- 12) If a tool is returned late without an accepted renewal, the Member may be required to pay a \$5/day late fee withheld from the deposit. Members must pay any outstanding fines in full before borrowing additional tools.
- 13) All tools are to be returned clean and in the same or better condition as they were when issued, excluding normal wear and tear. Members will be required to fill in and sign a Return Checklist at the Out of Hand depot declaring that tools are clean. **If tool needs cleaning the deposit will be withheld to cover time needed to clean and administer the change in borrowing time for the following reservation.**
- 14) Members must pay for damage to, or for the loss of, any tool in their possession and accept the Groundbreakers Tool Library's assessment of fair restitution for damage, dirtiness, delinquency, or loss of a tool in part or whole. A restitution amount may equal the full replacement cost of the tool plus a \$20.00 administrative fee.
- 15) The **Groundbreakers Tool Library** reserves the right to take appropriate steps to retrieve damaged or unreturned tools or unpaid fees. In such situations, the **Groundbreakers Tool Library** reserves the right to withhold deposit, revoke membership and/or take legal action. The **Groundbreakers Tool Library** also reserves the right to forgive fees at its discretion.
- 16) If a Member borrows a tool and learns that the tool has become unsafe or is in a state of disrepair, that Member must immediately discontinue use of the tool, return the tool to the **Groundbreakers Tool Library**, and notify **Groundbreakers** by **email** of the issue.
- 17) The **Groundbreakers Tool Library** reserves the right to refuse to loan any tool at its discretion.

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Groundbreakers Agriculture Association

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