

Harvard Outing Club Membership and Gear Loan Policies

Harvard Outing Club, 15 Linden St., Cambridge, MA 02138
harvardoutingclub.org

1 Membership

- HOC membership fees are **\$20/semester** (fall, spring, summer)
 - The \$20 fee will cover a full semester's worth of time. Thus, if you renew your membership part-way through the semester, it will carry over into part of the next semester.
 - Any Harvard affiliate with an HUID can become a member.
 - Membership can be paid with cash or check.
- Active membership comes with the following benefits:
 - Members have full access to our **gear collection**, including tents, backpacks, cross-country ski equipment, sleeping bags, kayaks, and more! In most instances (see section 2.4 for exceptions) all of this gear can be rented free of charge.
 - Access to **trips** (including day-hikes, backpacking trips, bike rides, camping trips, and more!) led by official Harvard Outing Club leaders.
 - Access to stove clinics and other skills clinics led by Harvard Outing Club leaders.
 - A discounted rate for staying at our **cabin** near Pinkham Notch, NH.
 - A free, awesome Harvard Outing Club **sticker** for new members!

2 Gear Loan Policies

2.1 Basic Policies

- Active members have full access to our **gear collection**, including tents, backpacks, cross-country ski equipment, sleeping bags, kayaks, and more! (Note: we do not loan out medkits, bear bag ropes, or headlamps) Only dues-paid members may borrow gear, up to a maximum of two persons' worth of gear (see section 2.4 for details).
- All gear removed from the office must be checked out by a HOC leader.
- When borrowing gear, all members are required to leave a **deposit** (either via **check** or **credit card**) for the value of the gear (see section 2.2 for details).
- The standard loan period is **one week**, after which **overdue gear fees** will kick in (see section 2.5 for details).
- Please **air dry** any gear before returning it to the HOC office. Sleeping bags and tents are especially prone to mildew if left compressed and even slightly damp for long periods of time.

2.2 Deposits

When you borrow gear, **we require you to leave a deposit** with us for the value of the gear. **WE ONLY ACCEPT CHECKS OR CREDIT CARDS – NO CASH**. If you do not have a check or a credit card, you can get a cashier's check or money order from the bank, or find a friend with a checkbook who will vouch for you. Deposits work as follows:

Credit Cards. We put a hold on your card for either the value of the gear you are borrowing or \$50.00, whichever is less. This is not an actual charge – we just need to make sure your card is valid. We keep your card information on file (see section 5 for more information about this), and when you return the gear you borrowed, we refund the hold.

Checks. You write a check (made out to Harvard Outing Club) for the value of the gear you are borrowing, and we keep your check on file. When you return the gear you borrowed, we give you your check. Checks can also be kept on file for up to six months if you borrow gear frequently and wish to avoid writing new checks each week.

Deposits will not be returned until all borrowed items have been accounted for and inspected for damage.

2.3 Loan Period

Gear loans last **1 WEEK**, after which time you must return everything you borrowed in the state in which it was loaned to you. When you borrow gear we email you a receipt that lists the gear you borrowed, the deposit amount you left with us, and the due date. If you have special circumstances please talk to us, and we can work out a longer loan. Otherwise, if you do not return gear on time, your loan will be subject to overdue gear fees (see section 2.5).

- Contact our gear managers if any pressing conflicts come up and you need to arrange an outside time to return gear.
- Summer Loans: Unless you are looking to borrow ice axes, crampons, 0°F sleeping bags, or other gear generally not used during the summer months, we cannot accommodate requests to borrow gear for the whole summer.
- The gear managers reserve the right to recall gear at any time, if said gear is required for a HOC trip.

2.4 Special Rental Fees and Procedures

2.4.1 Stoves

- We rent out camp stoves, including any fuel you need, for a flat fee of \$5/week.
- We generally only loan out stoves to members who have used them before. If you wish to learn how to use our stoves, come to one of our stoves clinics! Check out the calendar on the HOC website for the date of any upcoming stoves clinic.

2.4.2 Group Gear Loan Fees

Under a single membership, a member may borrow **enough gear for up to two people** (e.g. enough gear for you and a friend, such as two backpacks, two sleeping bags, and one tent). If you

wish to borrow gear for a larger group of non-members, or for a student group, you can either: 1) purchase additional memberships, or 2) pay \$10 for each additional 2 persons' worth of gear, subject to the gear managers' discretion.

2.5 Overdue Gear

We're currently updating our overdue gear policy. All HOC members will be notified of policy changes.

2.6 Lost or Damaged Gear

If you damage or lose any of our gear, beyond normal wear, we will ask you to pay the repair or replacement cost. We'll hold onto your deposit check (Don't worry – we won't cash it right away! We know they can be for large amounts.) while we work out the details.

- Any overdue gear fees can go towards the cost of replacing lost or damaged gear.
- If gear is returned in poor condition or excessively soiled, a **cleaning fee** (\$5 minimum) will be charged. *Note: Please do not try to clean tents, sleeping bags, rain jackets, or any other items with down feathers or technical fabrics on your own! These items require special care, and if they are damaged during cleaning, the replacement fee will greatly dwarf any cleaning fee.*

2.7 Loan Privileges

The Harvard Outing Club reserves the right to refuse to loan gear to any person. The HOC provides gear for a very small fraction of the cost of buying or even renting elsewhere, and we ask that you respect the services we provide. Examples of how we expect our gear to be treated include but are not limited to:

- Returning sleeping bags dry and with their correspondingly numbered stuff sacks and storage bags.
- Returning tents dry, nicely rolled, and with all parts in their appropriate bags.
- Returning packs empty of any personal items.
- Returning water bottles washed and empty.
- Treating our gear as your own, using it only for its intended purpose, and not recklessly damaging it.

Gear does of course sometimes get damaged, but we expect you to be proactive in letting us know about the damage, and to be willing to pay for it. Damaging gear alone does not constitute grounds for banning a person from borrowing gear in the future. However, indication that the damage was the result of improper use or recklessness, or a lack of willingness to pay for repair or replacement, can result in retraction of borrowing privileges.

The HOC's gear managers may refuse to loan gear based on violation of the items above, for any other actions that indicate lack of respect for our gear and/or the services we provide, for consistently returning gear late, or for other reasons, at their discretion.

3 Cabin Policies

- The HOC owns a cabin near Pinkham Notch, NH with a capacity for 30 people. This cabin is leased to the AMC in exchange for maintenance, but 6 spots are always reserved throughout the school year for HOC members on at least one week's notice (NOTE: If an official HOC trip already has the cabin reserved, these 6 spots will NOT be available for other Harvard affiliates).
- Cabin reservations must be made through a gear manager.
- Reservations must be made at least **1 week ahead of time**.
- The cost to stay at the cabin is \$6.50 per person per night, for up to 6 people. If you would like to reserve more than 6 spots you must reserve the whole cabin, which costs \$85.00 per night. **These rates apply only to Harvard Outing Club members.**
- In order to be eligible for HOC member cabin rates, **at least half of the people staying at the cabin under your reservation must be dues-paid members.**
- **For groups using the entire cabin: in order to stay either Friday or Saturday night, you must reserve and pay for at least both nights.**
- A full refund will be given for reservations cancelled more than 30 days in advance. No refund will be given for reservations cancelled (fully or partially) 30 days or fewer in advance.
- All members who stay at the cabin are expected to treat the cabin facilities and amenities with respect, and to exercise courtesy towards any others who may be staying at the cabin at the same time. Disrespectful behavior, or mistreatment of the facilities, may result in, among other consequences, the retraction of cabin reservation privileges.
- See more details about staying at the cabin at our cabin website: <http://harvardoutingclub.org/our-cabin/>

4 Liability

By signing this document, you acknowledge and agree to both the policies stated above and the following terms:

- The HOC is not liable for any damages you may cause to yourself, to others, or to property, when using HOC gear or HOC facilities.
- While the gear managers try to provide members with usage tips when they borrow specialized gear, it is ultimately the full responsibility of the borrower to know how to properly use or operate such gear.
- While the gear managers do their best to keep the HOC gear collection in working order, the HOC assumes no responsibility for damages or injury resulting from broken gear.

If you have any questions about these policies, feel free to come by office hours and ask our gear managers for clarification, or shoot an email to harvardoutingclub@gmail.com.

5 Credit Card Payment Information

The Harvard Outing Club uses Stripe (stripe.com) for credit card processing. We do not store any credit card information in our database – it is all stored and handled by Stripe. If you have any questions or concerns, please feel free to get in touch with us.