



POLICY MANUAL

Effective Date: January 2019

Revision Date: January 2019

Section:	3.0 Operational
Sub-Sections:	3.11 Adaptive Equipment Access
Topic Areas:	3.11.1 Procedure 3.11.2 Lease Process
Attachments:	CADS Alberta Adaptive Equipment Lease Form

Policy Statement:

Access process for CADS Alberta Members to the CADS Alberta Equipment Pool

3.11.1 Procedure

CADS Alberta has established a pool of adaptive equipment that includes sit-skis, outriggers and related items such as tethers and ski-wings. The equipment remains with CADS Alberta which retains the responsibility to maintain the equipment, including refurbishment of equipment following each winter season. The equipment is stored in Red Deer, Alberta as a central storage location.

3.11.2 Lease Process

The goal of CADS Alberta in establishing the equipment pool is to allow its participant members who require access to equipment, especially sit-skis, to have the ability to lease the equipment on an annual (seasonal) basis.

The participants must be CADS Alberta Members and require their CADS Alberta Zone to put forth the request on the individual participant's behalf. Each participant is then assigned equipment at the following lease cost:

- Sit-Skis \$100.00 September to April annual lease
- Ski-Wings \$50.00 September to April annual lease
- Outriggers \$25.00 September to April annual lease
- Tethers and \$10.00 September to April annual lease
Other support equipment

Following the April time-frame, the equipment is to be returned to CADS Alberta, to the Red Deer storage location. Over the May to August timeframe, equipment will be assessed and refurbished to ensure that it is operational for safe use for the next winter season.

The lease amount is intended to act as an accountability process in agreeing to care for the equipment and to ensure that it is returned with all components to CADS Alberta following the annual lease period.

While in possession of the equipment, it is covered under the Zone insurance for liability and theft. While in storage with CADS Alberta, the equipment is insured under the CADS Alberta policy coverage.

For participants whom under the age of 18, parent or guardian sign off is required in addition to the participant.

The attached form is to be completed and submitted to executivecoordinator@cadsalberta.ca

Available equipment is provided on a first come, first serve basis, and every effort is made to assign equipment that is of the size and type that best suits the need of the participant.

CADS Alberta continues to access funding that allows it to build a larger equipment pool to ensure that it can continue to support its participant members to enjoy the winter sports of alpine skiing and snowboard.

In certain cases, competition level equipment may be purchased and supplied to CADS Alberta Zone-Club athletes for a longer-term lease. These situations will be considered on a case-by-case basis. For further information on competition lease opportunities, please contact programdirector@cadsalberta.ca.



Canadian Adaptive Snowsports - Alberta
11759 Groat Road
Edmonton, Alberta
T5M 3K6

CADS Alberta Adaptive Equipment Lease Form

Participant Name: _____ **CADS Member #:** _____

Participant Address: _____ City: _____

Postal Code: _____ Phone: _____ Email: _____

CADS Zone: _____ Today's Date: _____

CADS Zone Representative: _____ **CADS Member #:** _____

Equipment Requested:

Sit-Ski (\$100.00): _____ Ski-Wing (\$50.00): _____ Outriggers (\$25.00): _____

Other (Tethers, etc.): _____ Please specify equipment type: _____

The above participant and CADS Alberta Zone representative have requested the above equipment for lease for the September 20____ to April 20____ season.

The participant and Zone are responsible for ensuring regular maintenance of the equipment with the expectation that the equipment be returned to CADS Alberta by the end of April, with all related parts and accessories.

Should the participant be under the age of 18, please have a parent / guardian also sign below.

Participant Signature: _____

Zone Representative Signature: _____

Parent / Guardian Name: _____ Signature: _____

Equipment Tracking Number: _____

Equipment Details: _____

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