

February 2012



**Three Rivers
Rowing
Association**

• Washington's Landing
Boathouse
• Millvale Boathouse and
Training Center

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TRRA Truck Usage Policy

Purpose:

The primary purpose of the TRRA truck is to tow a trailer full of boats to regattas. Secondary use will be for TRRA business.

Use will be restricted to:

TRRA affiliated teams that are traveling to a race and need to transport a trailer. The truck must be reserved through the TRRA offices. The truck may not be used by individual TRRA members (or other individuals) other than for TRRA business or if approved by TRRA. In the event of multiple requests for the same time period, the Executive Director or his/her designate shall decide which team may use the truck, taking into consideration prior usage by each team, number of TRRA members participating in each event, location of event, etc.

Usage Fees:

TRRA will require teams to pay similar fees to what they would if they rented a truck from a rental company. The reasoning behind this is because it is the only fair way if two teams desire to go to separate locations and the truck can only go to one of those locations. Both teams will then pay similar amounts for their truck usage without having to exchange money. The truck usage fee will be used to maintain the TRRA truck. The fee for use will be set just under (about 95%) current market rates for rentals of similar vehicles.

Usage Requirements:

1. Usage of the truck must be for teams directly affiliated with TRRA
2. Teams that use the truck must return the truck with at least as much gas as they picked it up with. It is the responsibility of the team to document how much gas there is before leaving and leave that documentation at the boathouse before their trip. If no documentation is found, the expectation will be for the team to fill the tank up completely.
3. The driver(s) must be approved by the TRRA office. If there are going to be multiple drivers, this information must be provided to TRRA at the time of the request to use the truck.
4. The driver must read the Truck Instructions before turning the key!
5. The team must pay for any damage caused during their trip. It is the responsibility of the driver(s) taking the truck on a trip to document (take pictures) any damage that is already on the truck. TRRA is not looking to have every very minor scratch repaired, but will follow up on larger claims with the insurance company and will require the deductible or any other unreimbursed expenses to be paid for by the group using the truck and causing the damage.
6. The truck reservation request must be received by TRRA at least 2 weeks prior to the trip, and must include approximate number of participants and the location of the event.
7. The team must request the equipment they hope to trailer with the TRRA office and provide the office with proper information about when they will be using the truck, trailer and equipment. What trailer they hope to use is also needed information.