



**Melbourne University Boat Club**  
1 Boathouse Drive  
Melbourne VIC 3004  
[www.mubc.asn.au](http://www.mubc.asn.au)  
[ABN] 62045294018

## **Melbourne University Boat Club**

# **Prospective Member & Visitor Rower using Club Facilities and Equipment**

### **RATIONALE AND PURPOSE**

Melbourne University Boat Club (MUBC) is committed to providing a safe and friendly atmosphere to facilitate all levels of rowing.

1. MUBC is committed to increasing club membership and promoting the sport of rowing.
2. This Policy aims to provide guidance on how visitors and prospective members are managed to ensure the club and visitor/prospective members are not at risk, whilst remaining flexible to encourage membership.

### **DEFINITIONS**

3. A prospective member is a person wishing to “try out” the club prior to becoming a formal club member.
4. A visitor is a person wishing to row and/or use the club facilities (eg: gym, ergo or boat) for a short period of time and does not wish to become a club member.
5. A supervisor is the designated club coach, official, squad team leader or member to be the primary contact and organiser for the visitor.

### **PROCEDURE**

6. A Visitor to the club wishing to row shall be a competent in boat handling.
7. The visitor shall pay \$30 per gym or rowing session prior to commencement. Payment is required in advance, change cannot be guaranteed. Payment by card is not accepted unless specifically arranged. Monies received by MUBC will be credited to general revenue.
8. Any visitor who wishes to row and/or use the facilities for a period greater than 3 weeks is required to liaise with the General Manager regarding the appropriate pro rata fee.
9. A prospective member may have a total of three rowing sessions. After the three sessions, the person is required to become a formal member should they wish to continue to use the club facility/equipment.
10. Prospective and visitor memberships do not include any rowing events for which affiliation or other charges occur.

Approved February 2016



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11. Each visitor is required to complete and sign a formal club Visitor form. With this action, the person accepts to be bound by the club rules, regulations, code of conduct and policies. Club documents are available on the MUBC website.
12. A visitor or prospective member shall be supervised by a coach, committee member, squad team leader or member.
13. Allocation of boat will be by the coaching staff or authorised member and shall only be from the club general pool.
14. The 'supervisor' shall ensure the visitor/prospective member completes all formal requirements, is aware of the boat handling and safety requirements.
15. The supervisor will ensure the visitor is aware of river transit lanes, bridge arch passages and turning locations. No unaccompanied visitor shall travel downstream beyond Princes Bridge. The supervisor shall determine the amount of on water supervision is appropriate.
16. If the visitor/prospective member is under 18 years and the club "supervisor" is 18 years or older, the club "supervisor" is required to hold a current Working With Children Check card.
17. The visitor shall receive a receipt for monies paid by email after the event.
18. The supervisor shall place all monies in an envelope clearly marked with  
Visitor Rower  
Name:  
Date:  
Supervisor:  
The envelope accompanied by the signed paperwork shall be placed in the General Manager's tray or under the door if locked.
19. A register of signed visitor paperwork shall be maintained.
20. A visitor who returns for a subsequent time is not required to complete forms if listed on the register, but must still pay.
21. The visitor shall sign a release of claims and waiver of liability.

**FORMS**

- A. Visitor Rower Explanation
- B. Visitor Rower Details
- C. Visitor Rower Disclaimer
- D. Supervisor Check-List



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## **A. Visitor Rower Explanation**

Duration	Amount
Single Row	\$30
2 - 7 days	\$80
8 – 30 days	\$150

Visitor Rowers must be over 18 and competent in boat handling. No beginners are accepted.

Fee to be paid prior to row by cash unless prepaid by arrangement. Correct money required as change will not be provided.

Your attendance at MUBC will be under the supervision of an authorised member.

### **What your fee covers**

Your fee covers use of an allocated club boat and oars, use of ergometer, gym equipment and change facilities.

### **Insurance**

All incidents and damages must be reported to your supervisor.

Our boats are covered by insurance, however an excess applies. In the event of damage, depending on the circumstances, we will ask you for a contribution toward repair fees.

### **River Rules**

You must make yourself aware of River Yarra rowing traffic rules.



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## B. Visitor Rower Details

MUBC Supervisor ..... {insert MUBC member}

Payment Required ..... {insert assessed fee}

Welcome to Melbourne University Boat Club on the River Yarra,  
Melbourne. Please complete the following in full with one person per page.

Rowing Date/s: .....

Name: ..... D.O.B.....

Residential Address .....

.....

Contact Phone Number .....

Email Address .....

Emergency Contact .....

Rowing Club Member (only if current) .....

Declaration

I declared that

I am fit for rowing

I am competent in boat handling

I can swim 100 metres

I am over 18 years old

Signature ..... Date .....

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Office Use

Amount Received .....Processed By .....Receipt No.....

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## C. Visitor Rower Disclaimer

### 1. Dangers

Rowing is a dangerous sport and injuries can occur. The River Yarra has tidal stream flow, river bends, bridges, many other rowers of varied experience, ferry boats, marker buoys, litter traps and occasional river debris.

### 2. River Traffic Rules

The River Yarra traffic rules for rowers is shown on maps provided within the boatshed. One lane upstream, two lanes downstream, slow boats to bowside. Turning points are before Merrell Bridge, Cremone Railway Bridge, Herron Island and Big Bend (Como).

Rowers returning to the boathouse row staging must proceed through the centre or north arch of Princes Bridge, turn and take the south arch to the staging.

### 3. Safety

When using MUBC equipment whether on water or off, visitor rowers assume full responsibility for their own safety and must provide an appropriate duty of care to other users.

### 4. Damage and Insurance

When using MUBC equipment whether on water or off, visitor rowers assume full responsibility for its proper use. Any damage must be reported to your supervisor, immediately upon return to the boatshed. In case of an insurance claim the visitor(s) that have used club equipment shall pay expenses up to the excess amount of \$1000.

### 5. Waiver

In consideration of MUBC accepting my participation as a Visitor, I agree to this release of claims, waiver of liability and notification of risks. I agree and understand the terms and conditions listed from 1-5 inclusive.

I waive any and all claims against MUBC and agree not to hold it and/or any of its employees, coaches, members or other associated club representatives for any personal injury, death, property damage or loss sustained by me as a result of my rowing participation.

.....  
Name of Visitor

.....  
Date

.....  
Signature of Visitor



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## **D. Visitor Rower Supervisor Checklist**

**ALL FIVE POINTS BELOW MUST BE TICKED ACKNOWLEDGING COMPLETION  
BEFORE THE VISITOR CAN PROCEED TO ROWING**

- 1. Visitor presented with Forms A, B and C** ☐
- 2. Visitor completes and signs Forms B and C.** ☐
- 3. Fees received (receipt will be emailed)** ☐
- 4. Supervisor Member to sign below** ☐

**Supervisor Name:** .....

**Supervisor Signature:** .....

**Date:** .....

- 5. Fee, Completed Visitor Details, Disclaimer and  
Checklist put in envelope and placed in Office** ☐