

## Free KLEO equipment for community groups in exchange for volunteers

KLEO (Kinross-shire Local Events Organisation) organises several events during the year and relies heavily on volunteers. The Festive Street market in November is one of our main events for which we need most helpers. This is mainly for getting the site ready (erecting and dismantling marquees, market stalls, putting up lights etc) and dismantling at the end of the event. The last few years we were very stretched with only a few helpers. As we like to promote community events and community involvement we have the following proposal for all the groups borrowing/hiring our equipment....**to pay us with volunteers instead of money!**

The festive street market is on Saturday 28 November this year. For instance for the hire of one marquee for your community group event we ask in return to help us on 28 November with 4 people to help to get the site ready for the event and 4 people to help dismantle at the end. See underneath the full overview of equipment and volunteer exchange .

The arrangement will be that you pay your fee as normal and we will pay it back after the Festive Street market. You will be notified of the volunteer rota four weeks in advance (1 Nov). Some volunteers may be scheduled in for other tasks (stewarding, putting up festoon lighting etc). The fee/volunteer exchange arrangement will be included in the invoice. It is maybe a bit of commitment but we think this arrangement is beneficial for the whole community. You get free equipment for some volunteering hours.

There is also the option to just pay the fees and not opt for the volunteer exchange.

### KLEO equipment Kinross-shire Local Events Organisation (KLEO), Charity SC044056

Item	Details	No Avail	Storage	Community Group Option to pay fee	Community Group Option to pay with volunteers	More Information
Marquee	A modern 6m x 12m, 500gsm heavy duty marquee suitable for most events.	2	In trailer at Todd & Duncan Storage	£50 per marquee	Community group provides volunteers for Festive street market, 28 November 2015. For every hired marquee provide 4 volunteers for getting site ready 4 volunteers for dismantling  NB: you will be notified of volunteer rota four weeks in advance (1 Nov). Some volunteers may be scheduled in for other tasks (stewarding, putting up festoon lighting etc).	<ul style="list-style-type: none"> <li>• Customer needs to provide car with tow bar to tow trailer.</li> <li>• Customer needs to provide team of minimum 6-8 people to help erect.</li> <li>• A KLEO member will help to guide.</li> <li>• Marquees not be erected when wind speed is more than 17 m/h</li> <li>• If being built on hard standing ground, the marquee must be secured with a minimum of 8 Heras feet per side (or sand bags)</li> </ul>

Shelter Tent	Shelter tent (15ftx15ft) with three sides and ground sheet	1	In container at Fruix farm	£20	Provision of 2 volunteers	<ul style="list-style-type: none"> <li>• Customer needs to collect/return stalls from Fruix Farm.</li> </ul>
Market stall	Traditional farmers market stall (6ft x 4ft)	20	In container at Fruix farm	£5 per stall (erect yourself) £10 per stall (erect by KLEO)	Provision of 1 volunteer per 5 hired market stalls.	<ul style="list-style-type: none"> <li>• Customer needs to collect/return stalls from Fruix Farm.</li> </ul>
Tables	6x2 feet	18	In container at Fruix farm	£2.50 per table	Provision of 1 volunteer per 5 hired tables	<ul style="list-style-type: none"> <li>• Customer needs to collect/return tables from Fruix Farm</li> </ul>
Chairs	Plastic stackable chairs	25	In container at Fruix farm	£1 per chair	Provision of 1 volunteer for hire of chairs.	<ul style="list-style-type: none"> <li>• Customer needs to collect/return chairs from Fruix Farm.</li> </ul>
Gazebos	3x3 m	5	In container at Fruix farm	Free, but in exchange for 1 volunteer	Provision of 1 volunteer for hire of gazebo.	<ul style="list-style-type: none"> <li>• Customer needs to collect/return gazebos from Fruix Farm.</li> <li>• NB quality gazebo is poor but usable. Only for use in light winds.</li> </ul>
Jerry cans	Two 25 litre Jerry cans (only to be used for water)	2	In container at Fruix farm	Free, but in exchange for 1 volunteer	Provision of 1 volunteer for hire of Jerry cans.	<ul style="list-style-type: none"> <li>• Customer needs to collect/return chairs from Fruix Farm.</li> </ul>
Festoon Lighting	String of festoon lighting	2	In container at Fruix farm	Free, but in exchange for 1 volunteer	Provision of 1 volunteer for hire of festoon lighting	<ul style="list-style-type: none"> <li>• Customer needs to collect/return festoon lighting and transformer from Fruix Farm.</li> </ul>
Electric Ring	Two Hobs	1	In container at Fruix farm	Free, but in exchange for 1 volunteer	Provision of 1 volunteer for hire of hobs.	<ul style="list-style-type: none"> <li>• Customer needs to collect/return electrifying ring from Fruix Farm.</li> </ul>

## **Terms and Conditions of Hire**

1. For the purpose of these conditions, 'KLEO' shall be deemed to refer to 'the Kinross-shire Local Events Organisation' and 'The Customer' to any company, partnership, group or individual who shall enter into any agreement with us.
2. All equipment shall remain the property of KLEO.
3. Hire charges are based on the period of the contract irrespective of whether or not the equipment is in use.
4. Hire commences upon delivery to the Customer and ceases upon return to KLEO. Equipment is not regarded as returned until it is checked and inspected by an authorised member of KLEO.
5. Equipment hired will be entirely at the Customer's risk during the hire period and the Customer will be responsible for any loss or damage thereto howsoever arising. The Customer undertakes responsibility for insuring equipment against 'all risks to full replacement value. Any loss or damage to the equipment however caused, is to be reimbursed to KLEO by the Customer to the full replacement value thereof.
6. The customer will be responsible for ensuring that any relevant regulations, rules or statutory provisions governing, or relating to, the use of the hired equipment are complied with during the period of the hire and KLEO in no way assumes liability for the consequence of any non-compliance with any such regulations, rules or statutory provisions.
7. Equipment will be supplied to the Customer in normal working order, KLEO's liability for any defect, or failure of the equipment hired is limited to the rectification of any defect or failure arising from normal usage.
8. The Customer undertakes to ensure that KLEO's equipment shall not be used for other than its intended use, for any purpose beyond its capacity or in any manner likely to result in undue deterioration of the equipment.
9. KLEO cannot be responsible for any injuries to personnel or damage to property consequential to and arising from any improper use of the equipment by the Customer, during the period of Hire.
10. Equipment must not be altered by the Customer or modified in any way. In particular, cables must not be cut and plugs and sockets must not be rewired by the Customer. Any equipment found to have been modified or in any way altered and any cables or components found to have been damaged by cutting or attempts at modification will be charged at replacement price upon return.
11. Any damage to, or failure of, or defect in any hired equipment must be notified to KLEO within 24 hours of its occurrence, and be confirmed in writing within three days of initial notification. In the absence of such notification the Customer will be charged with the cost of repair and replacement.
12. The Customer will be responsible for advising KLEO as to the location of the hired equipment during the period of hire and in any change of location.
13. No equipment hired from KLEO may be taken outside the Mainland of Great Britain, either to any offshore island or to any foreign country without the written consent of KLEO and payment of a deposit commensurate with the value of the said goods under the said hire agreement.
14. It is the responsibility of the Customer to ensure safe keeping of the goods that are the subject of the Hire Agreement and hired from KLEO under the Terms and Conditions of Hire; and the Customer is held responsible for any consequent loss.
15. It is an express condition of the hire that the Customer shall not offer for hire to any third party or parties any equipment which is the property of KLEO, without the written consent of KLEO.
16. If the Customer whilst operating as a limited company defaults for any reason in not honoring its debt to KLEO or is put into receivership or liquidation or is amalgamated with another company, the Directors of the Limited Company, or whoever who has signed on their behalf, hereby agree to irrevocably guarantee any outstanding debt. The Directors, or whoever has signed on their behalf, hereby accept the said terms as part of the Terms of the Schedule of our Terms and Conditions of Hire
17. If agreed charges are not paid on the due date then KLEO will reserve the right to repossess the hired items and will not be liable for any damage or loss which may be suffered by the Customer as a consequence of any such repossession.
18. In event of any equipment ordered not being available for hire through circumstances beyond the control of KLEO, KLEO reserves the right to substitute equipment of similar quality for all or part of the duration of hire.