

Gear Room Policy 2025–2026

All individuals who borrow gear from the Queen's Outdoors Club gear room, including both executive members and general members, are responsible for the proper care, use, and timely return of all equipment while it is checked out to them.

Gear Returns & Late Fees

- Borrowed gear must be returned **within seven (7) days after checking out the item(s)**.
- A **late fee will be charged for any gear returned more than seven (7) days after checkout**, unless an extension has been **communicated to and approved by a Gear Room Manager in advance**.
- Late fees are assessed per item and vary depending on the type of gear borrowed.
- Any gear **not returned by the end of the semester** will be charged at **full replacement cost**, including applicable taxes, to the individual who checked out the item.

Late Fees

- Tent: \$20
- Sleeping Bag: \$15
- Backpack: \$15
- Stove: \$15
- Water Filter: \$15
- Any Other Gear: \$10

Damaged, Broken, or Lost Gear

Any gear that is damaged, broken, or lost while checked out will be **repaired or replaced at the expense of borrower**. Costs will be determined based on the item and the extent of the damage or loss.

Drying Gear

It is the responsibility of the borrower to dry and ensure that the gear is not wet/damp. Gear will only be accepted for return if it is completely dry. If anything is damp/wet, the gear managers will refuse it

Eligibility for Future Trips & Enforcement

- General members with outstanding or overdue gear **may not participate in future trips** until all gear is returned and any applicable fees are resolved.
- The Gear Room team maintains a **member gear tracking list** to monitor outstanding equipment and ensure accountability.

If you anticipate delays, are unable to attend scheduled gear room hours, or require an extension, please contact a Gear Room Manager as soon as possible to discuss available options.