

1. Boat Usage:
 - a. Boathouse closed whenever the docks are not in the water.
 - b. Boathouse closed from 12/1 to 4/1 even if docks are in.
 - c. Boat Captain may restrict rowing during extreme water levels or other hazards for safety reasons. Notice will be posted above log book and email sent to members.
 - d. When the boathouse is closed, no private or club boats may be used.
 - e. During March a launch must accompany all singles.
 - f. During April and Nov, a buddy system of another boat must be used and the boats must stay within sight of each other. Additional restrictions will be posted on the bulletin board above the log book.
2. Rowing Procedure:
 - a. When you go out for a row:
 - i. Check the bulletin board for notices, restrictions and/or changes in procedure since last row.
 - ii. Make sure the orange flag is hung on the MRRA garage door latch.
 - iii. Be precise and legible with making a log book entry and out/expected/in times
 - iv. Be precise in listing the boat that you are using.
 - v. Make sure that the oars used are MRRA club oars, signified with MRRA on or near collar. Do not use private oars.
 - vi. Leave slings outside to use upon your return.
 - b. When you return from a row:
 - i. Make sure you check back in and fill in your return time.
 - ii. Wipe down boat to remove any river scum before it dries.
 - iii. If you are the last person perform 'lock up'.
 - iv. ** All rowers must be checked in. If for some reason you suspect someone did not check back in, look at the boat that they rowed, if that boat is sitting on the rack, and there are no other notes highlighted in the log book [e.g. "GONE FOR A RUN DON'T LOCK"] - assume they are in.***
 - c. Lockup
 - i. Check all doors and windows of the boathouse to see if they have been opened - close and lock.
 - ii. Ensure all lights are shut off
 - iii. If a key holder is NOT scheduled to row - deadbolt the front door [turn the knob].
 - iv. In this case there is a gap between two groups and a key holder will be there to lock up!
 - v. Close the lobby-to-bay door.
 - vi. Put away any slings.
 - vii. Close and lock the MRRA bay door.
 - viii. Leave through the University bay door and lock from the outside.
 - ix. Close & lock the gate to the dock.

3. Schedule for Boat Use:
 - a. Boats reserved for rowing classes or coaching classes pre-empt all others.
 - b. A boat reservation for races will be posted on bulletin board. If there is a conflict for a particular race for a boat, it should be resolved between the club members first. If required, the boat captain will resolve who gets the boat based on: most practice time, and/or most competitive. The boat captain will attempt to determine as much as possible fair use of the boat.
 - c. Boat Captain will determine based on usage and requests, if a reservation schedule will be created for a particular boat. Otherwise all boats are first-come, first serve basis.
4. Guests
 - a. Occasional guests are permitted to row with a club member sponsoring them present.
 - b. Guests write to the info@merrimackrowing.org.
 - c. Club secretary forward the request for someone to host the guest.
 - d. A volunteer host must meet the guest at the boathouse at a specific time to make sure they understand the procedures, rowing obstacles (the rock), select a club boat, and make sure they sign the waiver.
 - e. The club sponsor should make sure that the guest is a qualified to row and they must also make sure the guest is back safely.
 - f. The number of times someone can row as a guest should be limited to 2-3 times per year.
 - g. Guests must sign a liability form.
5. Boat Transportation – Use of club equipment for races away from the boathouse.
 - a. No Club equipment shall be transported to another rowing location without the Captain's permission. Shells shall be taken for regattas only as long as they are required for competition, travel and preparation for the regatta. Boats and other equipment must be safely returned to the boathouse as soon as possible.
 - b. A shell may be taken from the club for occasional recreational purposes. The boatcaptain may approve the use based on:
 - i. Need of the boat by other members.
 - ii. Borrowers knowledge of the rowing location & local condidtions.
 - iii. Proper car rack.
 - c. All members who take shells on trips must be adequately trained in loading/securing, driving, and storing/protection of the equipment. Car racks that are used for carrying shells must be clamped or mechanically attached to the car's roof. Suction cups are not adequate. A safety line must be used to attach the front end of all car-topped shells to the vehicle in addition to those means normally used to fasten the boats to the boat rack. An aft line to the vehicle is highly recommended depending on the rack, as it will greatly reduce any leverage created by the shell on its rack and on the car top. A red flag must be attached to the rear most part of all overhanging shells.

- d. The member or members who sign out a shell are responsible for it. The driver must have automobile insurance. Shells and oars are covered by MRRA hull insurance. Members must pay for any damages up to the deductible limit of MRRA's hull insurance policy.
 - e. If a member damages a boat, they may not use another club boat until the damaged boat is repaired or until the insurance deductible is paid.
6. Class A (racing) boats:
- a. These are designated by the Captain, usually the newest boats to be used for racing. It is the intent to restrict usage of these boats so that the useful racing life is longer, restricting their use for experienced rowers. They should not be used regularly by occasional recreational rowers.
 - b. Usage: A list of Class-A rowers for each boat will be posted.
 - c. Guests may not row Class-A boats.
 - d. Student members may not row Class-A boats.
7. Class-A Rowers:
- a. At least 1 full season of sculling experience required.
 - b. Active club membership for 1 year.
 - c. Demonstrate to boat captain or other club officer:
 - i. Display good 'rowing form'
 - ii. Row feathering off the water without tipping or stopping for 30 strokes
 - iii. Do 360 degree turns in both directions
 - iv. Emergency stop from at least 20 SPM at full pressure without flipping
 - v. Row, steer and navigate continuously without stopping to look frequently.
 - vi. Launch and return from mid-dock without assistance.
 - vii. Demonstrate how to take out a boat and return a boat to its rack in the boathouse without banging equipment.
 - viii. Explain procedures for reporting and taking responsibility for equipment breakage
8. Student Membership Restrictions
- a. Not allowed to row Class-A boats.
 - b. May not take club equipment away from boathouse (ie. to races) without another full club member.
9. Exceptions
- a. Exceptions to these policies may be granted on an individual basis by the boat captain or by petitioning the club officers. The exception will be granted only with a majority vote of a quorum of officers. An exception granted does not affect these policies and does not guarantee the same exception to other members of the club.