



Shared-Use Farm Equipment (SUFE) Program

Through this service, MOFGA is providing an opportunity for farmers to borrow farm equipment at a reasonable cost. Farmers can join for annual enrollment fee of \$100*, giving them access to the following equipment:

Farmers can participate in the SUFE program by:

1. Filling out the registration form
2. Paying the annual enrollment fee
3. Picking up and returning the equipment WASHED to MOFGA on time

MOFGA Shared-Use Farm Equipment Pool (SUFE) POLICIES & PROCEDURES

EQUIPMENT BORROWED UNDER THESE TERMS AND CONDITIONS:

1. Reservations to schedule equipment use are to be made only by Enrolled Participants by providing the following information to the appropriate MOFGA staff: the name of the Borrower, the equipment to be borrowed, the town or city of the Borrower, the contact info of the Borrower, and the duration of the reservation.
2. In the event that the reservation must be changed or canceled, the Borrower must notify MOFGA immediately so that the equipment can be made available to another borrower.
3. Permission will only be granted to persons who wish to transport equipment who are not Enrolled Participants in SUFE if a "Transport Liability Release Form" is accepted with that person's signature and submitted to MOFGA.
4. A Borrower may only use equipment that they have reviewed with MOFGA's Shop and Equipment Manager. In this review, both parties are to agree to the condition of the equipment, and verify that it is working order.
5. Borrowing is only for the duration of time stated in the "Borrower Equipment Use Agreement", and shall not exceed **1 week**, unless an extension is granted by MOFGA at the request of the Borrower. Equipment is to be returned back to MOFGA the day it is due unless prior arrangements are made by the Borrower with MOFGA.
6. A late fee of \$50.00 shall be charged to the Borrower and made payable to MOFGA for each day, or portion of a day (including Saturdays, Sundays or holidays) if the equipment is not returned to MOFGA (or with permission from MOFGA, to then extend scheduled Borrower) on or before the date the equipment is due to be returned.

7. The Borrower agrees to THOROUGHLY clean the equipment of noxious weeds, soil particles, unused seed, plasticor, or any other debris by spraying the equipment down with water and scrubbing said debris off before returning the equipment or a \$25.00 cleaning fee, made payable to MOFGA, will be charged to the Borrower.
8. The Borrower agrees to submit any and all necessary **payments or balances due to MOFGA within 2 weeks** from the time in which they were incurred, excepting annual membership dues which must be paid in full before equipment can be borrowed. The Borrower forfeits the right to borrow equipment if any payments incurred by the Borrower remain due.
9. The Borrower agrees not to permit the use of any equipment on another person's farm without expressed written consent from MOFGA.
10. The Borrower acknowledges that he or she is familiar with and knows how to safely operate and transport the equipment, and that he or she has the proper sized towing equipment to tow and operate the equipment.
11. The Borrower represents that he or she has in full force and effect insurance coverage to protect the equipment while towing, or in use and public liability for any personal injury or property damage resulting from the use or transportation of the equipment.
12. The Borrower shall indemnify and hold harmless MOFGA from any personal injury or property damage arising directly or indirectly out of the use or transportation of the equipment.
13. The Borrower agrees that the equipment is in good working order at the time the equipment is borrowed (as noted in the "Borrower Equipment Use Agreement") and the equipment will be inspected upon return to MOFGA. The Borrower further agrees to immediately repair or replace any equipment damaged due to his or her negligence, stolen, or destroyed while being used by or under the Borrower's direction. Damage from the normal wear and tear of use is the responsibility of MOFGA and should be noted by both the Borrower and a MOFGA representative before the borrowing happens.
14. It is understood that any plastic, seed, or other supplies needed to operate the equipment is the responsibility of the borrower.
15. Failure to comply with any of these SUFE Policies & Procedures is grounds for immediate disqualification from participating in the SUFE program.

By signing this Shared Use Farm Equipment (SUFE) Enrollment Form and paying the annual enrollment dues in full, I am an enrolled participant until one year from the date of the first deposit made and therefore entitled to use the available equipment under the policies and procedures of the SUFE project. I have read and understand fully the policies and procedures of the SUFE project and agree to abide by them in all instances.

Signed:

Date: