



**The Toledo Rowing Club**  
**International Park**  
**P.O. Box 2747**  
**Toledo, Ohio 43606**  
[www.toledorowing.org](http://www.toledorowing.org)

Date: October 27, 2007

To: All HS Coaches & Parent Reps

Sub: ***TRC Trailer Pulling Policy***

In order to better streamline the accounting and accountability of pulling the TRC trailers to regattas, the following policy will be implemented immediately.

**Driver Qualifications:**

- ✓ All drivers must have experience in pulling trailers exceeding 30 ft long.
- ✓ Drivers must have (at minimum) a full size pick up or SUV to pull either TRC trailer.
- ✓ Drivers must have a valid driver's license and proof of insurance.
- ✓ Any school must request permission from the TRC board to use either TRC trailer to avoid conflict.

**Important:**

- ✓ HS coaches are to assist each driver in keeping track of their team's shells, and completing the attached form.
- ✓ The top row of shells on the trailer need to have two (2) straps on the forward location.
- ✓ Drivers MUST keep track of the following information:
  - Regatta name
  - List of HS teams on each trailer.
  - The number of boats for each school.
  - Gas and Toll receipts and the exact mileage from boathouse to regatta to boathouse.
  - A form has been attached to this policy for your convenience.

**Payments & Invoices**

- ✓ Drivers will be issued a check upon submission of a fully completed form.
- ✓ Schools will be invoiced at the end of the season for all the regattas.
- ✓ If two trailers go to the same regatta, the total cost from both drivers will be added together and divided among the total number of shells (or spots on the trailer used) of each school.
- ✓ TRC is strictly the facilitator of this. There is no mark up, there is no compensation given to TRC. Therefore, schools are asked to ***PAY PROMPTLY*** at the end of the season, as TRC has already paid the drivers.
- ✓ Payment structure is as follows:
  - Fuel and tolls at cost.
  - Mileage of \$.35 per mile.
  - *NOTE: if drivers wish to donate mileage back to TRC, a receipt will be given.*

Thank you for your attention in this matter

Take Care and God Bless,

James F. Skelding II  
President  
Toledo Rowing Club



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**TRC TRAILER DRIVER WORKSHEET**

SCHOOL/REGATTA	Number of Shells (Spots used)	Team Coach Initials
<i>Anthony Wayne</i>		
<i>Central Catholic</i>		
<i>St. Francis de Sales</i>		
<i>Toledo Metropolitan Rowing Club</i>		
<i>Toledo (Masters)</i>		
<i>University of Toledo Crew</i>		
<b>TOTAL BOATS ON TRAILER</b>		

<b>Date:</b>	
<b>Name and Location of Regatta/Destination</b>	
<b>Trailer Used(small/big)</b>	
<b>Total Fuel Costs</b>	
<b>Total Tolls</b>	
<b>Total Number of Miles</b>	
<b>Total Mileage (\$.35 X Total Miles)</b>	
<b>Total Reimbursement:</b>	
<b>Driver Name:</b>	
<b>Address</b>	
<b>City/State/Zip</b>	

**\*\*Send this completed form and all receipts to TRC P.O. Box 2747 Toledo, Ohio 43606\*\*\***