



## Trinity Hall Punt Hire Policy

**Safe use of the College punts is responsibility of the hirer and punt passengers. Persons using the punts on the river do so at their own risk.**

### Policy

Overall responsibility for the College punt policy rests with the Junior Bursar who has passed the day-to-day control of the College punts to the Head Porter. The College punts are administered from the Central Site Porters' Lodge, any maintenance and repair are provided by an external contractor.

### Restriction on Use

College punts may only be hired by Fellows, students, staff, and Trinity Hall alumni. This forms the basis for the punt insurance policy.

### Cost

Punts may be hired by the hour at a cost of £10 per hour or part thereof. Additional costs will be charged particularly where the late return of a punt has encroached on another hirers allotted time.

### Payment

Payment will be through the Porters' Lodge till. Only cash, credit/debit card. Credit and debit cards are subject to a min £10 payment. Charges can no longer be levied against student or staff accounts.

### Availability

The punts will be available for hire on an hourly basis from dawn to dusk (as indicated in the booking sheets).

### Bookings

Bookings will be taken no more than 1 week in advance. Punts must be booked on the hour. Any late return of a punt may impact on the next person who has booked it. So please keep to the timings that have been booked.

### Timings

There is no limit to the time punts may be booked out for but there will be no refund for an early return.

### Damage

Hirers will be responsible for any damage. Should it be considered that the damage is not 'fair wear and tear' a fine and possible bill for the damage may be imposed by the College.

### Loss

Loss of punt poles, paddles or padlocks will be charged to the hirer.

### Restrictions on use (rollers near Doubletree by Hilton Hotel)

**Under NO circumstances are passengers allowed in the punts when taking the punt up or down the rollers to Grantchester Meadow. This causes extensive damage to the underside of the punt.**

### Procedures for use

- Hirers are to check for any damage, before using the punt. Any damage is to be immediately reported to the on-duty porter, who will be required to note this in the back of the of the punt folder. **Hirers are responsible for bailing out any water within the punt before returning it to college.**
- Keys to the punts must be signed out from the Porters' Lodge and returned between use, **they are not to be passed directly to next user.**
- Upon returning the punts, hirers are expected to moor the punt, lock it up, and return all equipment to the punt cupboard adjacent to 'O' staircase.
- Rubbish including bottle tops, cigarette butts, bottles etc to be removed by the hirer. Punts must be left clean and in good condition for the next hirer.
- All seat cushions should be left upright in the racks in the punt store. Seat cushions should not be placed in the punt if they will become soaked with water on board. Hirers should remove water from the punt before use.
- Hirers may be liable to bail out any water that accumulates in the punts before use.

**PUNT HIRE IS AT THE ABSOLUTE DISCRETION OF THE ON DUTY PORTER**