

## District 11 B1 Sight Mobile Use Policy

Updated for 2011-2012 by Lion Peggy Allen

1. The sight mobile trailer can be used by the Clubs of District 11 B1 for Eye screening, Kids Sight and /or Diabetes testing **only**.
2. Any Lions Clubs, wanting to use the trailer for eye screening and/or diabetes testing must contact District 11 B1 scheduler/ Chairman PDG Robert Chrisman at 1-517-596-2215 or at [chrism39@frontier.com](mailto:chrism39@frontier.com) to seek permission to use the sight mobile.
3. The sight mobile will have a calendar posted on the 11 B1 website with available dates.
4. The request to use the sight mobile will need to be 7 to 10 days prior to use, in order to schedule, set a date and to schedule a driver for the requested time. PDG Robert Chrisman will also need time to send by mail or e-mail the sight mobile users guide.
5. The sight mobile trailer may be used by District 11 B1 Lions Clubs in a parade to advertise Lions only. Clubs requesting the sight mobile will have to request an open date through PDG Robert Chrisman (see # 2 for scheduling information).
6. The cost for insurance for the term of one year is \$184.00; the policy is currently paid in full to the Farm Bureau Insurance. Lion Glen Ruder is the insurance policy holder and insurance contact for District 11 B1 at 1-517-523-2266 or [gdruder@frontiernet.net](mailto:gdruder@frontiernet.net).
7. District 11 B1 has assigned drivers to the sight mobile that have the knowledge and correct transportation to haul the trailer.
8. The Insurance policy will remove and add drivers as deemed necessary upon renewal.
9. Drivers will receive fifty cents per mile (.50) to haul the trailer from start point in Munith to set up at ending point and returning back to Munith. Drivers will need to fill out a Travel Voucher and send to the District Treasurer Lion Walt Treichel for reimbursement (9100 Dew Rd, Horton, MI 49246).
10. The sight mobile has inspection/inventory sheets **to be completed** by the requestor or driver (and/or responsible clubs personnel) **before departing** the start point at Munith. This sheet will be in with your user guide or you can find it on the District website.
11. The inspection/inventory sheet will be signed prior to taking responsibility.
12. This signed sheet will go with the sight mobile and return with it in order to verify return inspection/inventory are complete.
13. The sight mobile will be kept clean (NO FOOD or DRINK INSIDE) and in good working order.
14. If damages are found that do not fall under “normal wear and tear” **repair bills will be charged** to the requesting club for payment.
15. The inspection/inventory sheet will be signed off by PDG Robert Chrisman upon his site pick-up or the user drivers return to Munith.
16. District 11 B1 Users Guide will include the following:
  - Date of use
  - Inspection/Inventory Sheet
  - Sight Mobile eye scanner machines
  - Sight Mobile eye screening report
  - Blank sheet for Eye Screening referrals
  - List of Emergency Numbers