## **Timberlin Golf Club**

## **Golf Cart Damage Policy**

## 2/17/2022

The golf cart rental agreement holds the authorized renter responsible for any damages to a golf cart occurring through either vandalism or the improper use of the golf cart.

The following steps will be taken in the event of damage to a golf cart:

- If cart is returned with damage, the patron will be notified immediately of damage.
- The Golf Professional completes an incident report and emails the report to the Director of Golf.
- The Director of Golf investigates the incident (including contact the police if appropriate) as well as the person responsible for the damage and documents his findings.
- Within two business days, The Director of Golf notifies the Town Manager and Risk Manager of the damage.
- A letter from the Town Manager, copied to the Risk Manager, corporate counsel and the Director of Golf, will be sent to the person responsible for the damage in an effort to recover the cost of the damage.
- Cart damage will be reported on the Director of Golf's monthly report to the Golf Commission.