



VYC Sites and Sheds

Information Sheet

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This document should be read in conjunction with the VYC Constitution and bylaws. Where information contained in the constitution or bylaws are duplicated, it is done for the sake of context and clarity. Cross-references are provided where applicable.

- Where reference is made to “sites”, it implies “caravan sites”.
- Where reference is made to “sheds”, it implies “boat sheds”.

1 Caravan Sites and Boat Sheds register and waiting list

Two registers are maintained: one for caravan sites and one for boat sheds. Each register contains the list of occupied sites and sheds as well as the waiting list for caravan sites and boat sheds. Each waiting list contains the names of any member who

- applies for a caravan site or boat shed for the first time; or
- wishes to transfer to another caravan site or boat shed

These registers are posted on the club notice board and are updated each time it is amended. They are also available from the Committee member for Sites and Sheds via email.

2 Procedure for new members

2.1 When can a new member apply for a site or shed?

Newly accepted members will only be able to apply for a caravan site and/or boat shed after the 6 (six) months probation period has expired. (*Club Bye-law 4.5*)

2.2 What happens once my 6 months probation period has expired?

Once the 6 month waiting period is over, the new member is contacted to inform him or her that he/she is now eligible for a site or shed.

The member then needs to apply to the Club Secretary in writing to be added to the waiting list for sites and/or sheds. Provided that the procedure as described in par 3 has been followed, the member is furnished with a list of all vacant sites and sheds at that time to select a site and/or shed from the list.

Once a selection has been made, the member's name will be transferred to the site and/or shed on the register and the member will be invoiced accordingly. If the transfer is done during the course of the sailing season, the payment will be calculated as a pro rata amount of the full fee.

2.3 What if I do not want a site or shed after the 6 months waiting period?

In the event that the new member does not wish to be added to the waiting list after the 6 months waiting period, he/she can at any point after this time apply to the Club Secretary in writing indicating a site or shed preference or request to be added to the waiting list.

Refer to par 3.1 for further details.

Please note: A new member will not automatically be added to the waiting list.

2.4 May I occupy a vacant site or shed before my 6 months waiting period is over?

No member shall be allowed to occupy a caravan site/boat shed without proper authorization by the Executive Committee.

If permission is granted by the Executive Committee, the understanding is such that, should an existing member wish to be transferred to this site, the occupant will be required to vacate the site within 2 weeks after application in writing has been made by the member wishing to transfer.

3 Procedure for existing members

3.1 When can I apply for a site or shed?

Existing members may apply for a site or shed in writing to the Club Secretary at any time, stating the site or shed preference if such a preference exists (a specific site or shed number, or e.g., “front row shed”, “site close to the gate”, etc.) (*Club Bye-law 4.1 and 4.2*).

3.2 What happens when a caravan site or boat shed becomes available

When a caravan site or boat shed becomes available, the waiting list is consulted and the member that is at the top of the waiting list is contacted first to exercise the option to select the site or shed. Such a member will be granted first refusal on condition that the member will have no more than 2 weeks to exercise this right.

If the member declines the site or shed, the next member on the waiting list is contacted, etc. This top-down procedure will be followed each time a new site or shed becomes available.

3.3 Can I wait for a specific site or shed?

If the site or shed requested is currently occupied, the member’s name will be added to the waiting list, with the site or shed number clearly indicated. When the site or shed becomes available, the top-down procedure as described in par 3.2 is followed.

Note that members higher up on the waiting list will be informed of any specific site transfer requests, but are entitled to exercise their right to select the requested site.

If the site or shed requested is not currently occupied, and the procedure as described in Par 3.2 has been followed, the member’s name will be transferred to the site and/or shed on the register and the member will be invoiced accordingly. If the transfer is done during the course of the sailing season, the payment will be calculated as a pro rata amount of the full fee.

3.4 I’m at the top of the list but I do not want to want to select a site or shed from the list on offer

It is your choice to decline any of the sites or sheds that are currently available or that become vacant. You will still remain at the top of the list until such time as you either make a selection or request to be removed from the list.

3.5 What if no-one is interested in a site or shed that becomes vacant

If the site/shed that becomes available is not allocated to a member on the waiting list after the process as described in par 3.2 has been concluded, it will be marked as vacant and the updated list will be posted on the notice board at the club.

Hereafter, any site or shed may be allocated to any interested member on the waiting list.

The top-down procedure will only be followed once again when a new site or shed becomes available.

4 What happens to the site and/or shed of a paid-up member who resigns?

The site or shed remains in the name of the resigning member until the last day of the sailing season and can only be marked as vacant at this time. If the member’s fees are paid up for the season, he/she has right of access to the site and/or shed until the end of the season.

The site and/or shed may not be transferred to another party before such time.

The resigning member is not permitted to sublet the site or shed once it has been vacated.

Anyone wishing to occupy the vacated site in the interim may only do so by written authorization of the Executive Committee, see Par 2.4.

5 What happens when I buy a caravan or boat from a member who surrendered a site or shed

No member shall be allowed to occupy a vacant caravan site/boat shed as a result of the contents thereof being purchased from either the club or the previous occupant.

The member will be granted 1 (one) month to remove the purchased property from the site or shed.

If the caravan is not mobile, special permission should be requested from the Executive Committee before the purchase is concluded.

6 Can I transfer my site or shed to someone else, e.g. my adult child

Caravan sites and boat sheds are not transferable (*Club Bye-law 4.4*). The procedure as indicated in par 3 should be followed by the member who wishes to take ownership of the site or shed.

7 Can I share my site or shed with someone else?

You may share your site or shed with another member. Each sharing member will be invoiced separately.

Please note that caravan sites and boat sheds may not be sublet.