# CYPRESS RANCH FFA BOOSTER CLUB BYLAWS AMENDED: 11/13/2018

**ARTICLE I – NAME**

The name of this organization shall be “CYPRESS RANCH FFA BOOSTER CLUB.”

# ARTICLE II – OBJECTIVE

Sec. 1. This organization is organized exclusively for charitable, educational, and scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law).

No part of the net earnings of the corporation shall inure to the benefit of, or be distributable to, its members, trustees, officers, or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in the paragraph above. No substantial part of the activities of the organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office.

Notwithstanding any other provision of these bylaws, the organization shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from Federal Income tax under section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law) or (b) by an organization, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law).

Sec. 2. This organization is organized to support the activities of the Cypress Ranch High School Future Farmers of America (FFA) Chapter members, the Cypress Ranch High School FFA Program and Cypress Ranch High School Agricultural Department Sponsors. Upon the dissolution of the organization, the Executive Committee shall, after paying or making provision for the payment of all of the liabilities of the organization, dispose of all of the assets of the organization exclusively for the purposes of the organization in such manner, or to such organization or organizations organized and operated exclusively for charitable, educational, or scientific purposes as shall at the time qualify as an exempt organization or organizations under section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law), as the Executive Committee shall determine. Any such assets not so disposed of shall be disposed of by the Court of Common Pleas of the county in which the principal office of the organization is then located, which are organized and operating exclusively for such purposes.

Sec. 3. The organization will observe the following: Cypress Fairbanks Independent School District Booster Club Guidelines, University Interscholastic League Booster Club Guidelines, and all local, state and federal laws which apply to nonprofit organizations.

# ARTICLE III ‐ MEMBERSHIP

Sec. 1. Membership becomes automatic upon payment of dues. However, to have voting rights in the organization, the parent or guardian must have a student that is currently active in the program. Anyone else may be a member, but only

as a volunteer without voting rights. Individuals eligible for membership in this organization will be any parent or guardian of a Cypress Ranch High School student who is a member in good standing of the Cypress Ranch High School FFA Chapter and who will uphold the policies and rules of the organization and agree to its bylaws.

Sec. 2. A maximum of one membership shall be granted to each family unit.

Sec. 3. An eligible person will become a member of the organization by paying the prescribed membership dues per family per school year. Upon payment of such dues, a member shall be considered in good standing and be entitled to any and all rights and privileges of membership, including attendance of all general membership meetings (scheduled and special) and participation in all organization activities, committees and functions.

Sec. 4. An annual membership drive shall be conducted as early in the school year as possible, with additional members accepted at any time.

Sec. 5. Annual dues shall be assessed in such amounts as determined by the Cypress Ranch FFA Booster Club Executive Board. Failure to pay membership dues will result in a membership falling from good standing and loss of rights and privileges of membership.

Sec. 6. The Executive Board will have the right to terminate a membership for cause, including but limited to, non‐ payment of dues or any other cause appropriate for termination of a membership. Termination of a membership requires a majority vote of the Executive Board.

# ARTICLE IV – OFFICERS AND THEIR ELECTION

Sec. 1. Any member in good standing is eligible to serve on the Executive Board. The Executive Board will be the governing body of the organization and will manage, control and direct affairs and property of the organization. No Officer of the Executive Board will receive compensation for any service he or she may render to the organization.

Executive Board Officers may be reimbursed for actual expenses (excluding sales tax) incurred in the performance of their duties.

Sec. 2. The Executive Board comprised of elected officers shall govern this organization. The Executive Board of this club shall consist of the following: President, 1st Vice President, Secretary, Treasurer, 2nd Vice President and CFISD LSA Representative. The FFA teachers shall act as advisors, if needed.

Sec. 3. No person shall serve in the same office more than one consecutive year unless it is decided and voted upon to determine that it is the best interest of the club. Officers may serve more than one (1) consecutive term if voted upon by the Booster Club membership. The term of office for those officers who handle money or have signing authority is limited to two (2) years. Term of the office herein is defined as the period of May of current year until May of the following year at installation of Booster Club officers.

Sec. 4. Cypress Fairbanks I.S.D. employees and spouses are prohibited from serving as Treasurer of this organization. A District employee may serve a parent organization as a general member or as a member of its executive board, except for the position of treasurer. A District employee shall not serve in a capacity over the organization’s financial affairs, including an authorized signer on the bank account.

Sec. 5. Officers shall be elected by ballot vote. The President shall appoint a nominating committee comprised of the Executive Board and two (2) representatives from the general membership. Nominations from the floor will be taken at

the March Booster Club Meeting. The nominating committee shall verify the proposed slate of officers have been in good standing as active members and have been present at the majority of the club meetings since the beginning of the school year (August through March). Each prospective nominee shall be contacted by the nominating committee prior to the April General Booster Club meeting to obtain consent to seek election for office.

Sec.6. In the event of a tie vote of the general membership, the following tie breakers will be utilized:

* 1. *In the event, there are more than two candidates on a ballot receiving votes for a single position, and there are two candidates with an equal number of votes, the organization will vote again in a runoff ballot election. The ballot will only consist of the two candidates with the equal number of votes; all other candidate will be removed from the ballot. The general membership will vote again for either of the two candidates for that single position.*
	2. *In the event, there are only two candidates for a single position on an election ballot or a runoff election ballot, the President of the organization will complete a ballot for that position(s). The President’s ballot will not be included in the initial count for that position(s) and will only be used if each candidate receives an equal number of votes. If both candidates receive an equal number of votes, then the President’s ballot will be used and that vote will break the tie.*

Sec.7. These officers shall be elected annually in April and assume duty at the installation of officers at the May General Booster Club meeting. Officers shall be elected by a ballot vote of the simple majority of the organization membership in good standing. No two (2) Officers on the Executive Board may be from the same family unit as described in Section 3 of these bylaws.

Sec. 8. A vacancy occurring in an office, except that of the President, shall be filled by at the next regularly scheduled meeting by obtaining nominations from the floor and conducting a vote. The proposed officers shall be active members in good standing who have attended the majority of General Booster Club Meetings during the current school year. A majority vote of the General organization members present who are active and in good standing shall constitute an election.

Sec.9. Any officer may be removed from office with due cause, with prior notice, by a ballot vote of the majority of the organization membership present and in good standing.

Sec.10. All officers are volunteers, and none are paid any compensation for services performed. As such, no officer shall incur any personal liability as a result of serving on this board.

# ARTICLE V – DUTIES OF OFFICERS

**PRESIDENT** – The President shall preside at all meetings of the organization and perform all the duties pertaining to the office. The President shall be the liaison between the FFA Teachers and the Club membership. With the approval of the Executive Board, he/she shall appoint all Standing and Special Committees, and he/she shall be an ex‐officio member of all committees with the exclusion of the nominating committee. The President shall have vote voice only in the event of a tie.

**1st VICE PRESIDENT** – The 1st Vice President shall, in the absence of the President, perform all the duties of the President. He/She shall also be the Chairperson of all fundraising efforts sponsored by the Booster Club.

**2nd VICE PRESIDENT**‐The 2nd Vice President shall be in charge of duties as assigned by the President. He/She shall

perform the duties of the 1st Vice‐President in the event of his/her absence. He/She shall be actively involved of all fundraising activities of the organization. He/She shall keep the Cy‐Ranch FFA Booster Club Website current. He/She shall also be the Chairperson of the scholarship committee sponsored by the Booster Club. He/She shall be the Chairperson of the trailer committee.

**SECRETARY** – The Secretary shall keep an accurate record of all the proceedings of the organization, and of the Executive Board Committee meetings. He/She shall furnish a roster of the members and copies of all club minutes to the Executive Board and membership at each meeting. He/She shall be in charge of member status for all voting issues.

**TREASURER** will be custodian and financial officer of the organization, prepare the budget and provide financial reports as requested, receive all monies of the organization and deposit monies in a bank designated by the officers of the organization, keep an accurate record of receipt and expenditure, pay out funds with proper vouchers in accordance with the approved budget, and perform such other duties as deemed necessary by the Officers. All disbursements of club funds shall be disbursed under the guidelines listed below.

* 1. *Expenditures in excess of budgeted amounts will not be expended without board approval.*
	2. *Receipts and "Request for Funds" forms must be presented to the Treasurer for reimbursement. No cash advances are allowed unless the item has already been budgeted for and funds are available. Bartering, including trading services or other property for reduction or elimination of a member’s dues, fees or obligations, is strictly prohibited.*
	3. *The 1st Vice‐President and the Treasurer shall be in charge of tabulating money at the end of each fundraiser. Two Executive Board Members are required to be present during the tabulation of any monies. Duplicate receipts will be issued by the Treasurer with the Treasurer retaining the original and a copy provided to the payee.*
	4. *The following signatures are to be maintained on the file at the financial institution in which the checking account is located:*
		1. *President of the Booster Club; and*
		2. *Treasurer(s) of the Booster Club.*
		3. *1st Vice‐President shall be an alternate authorized signer only in the event the President is prohibited from signing due to CyFair ISD employee restrictions.*

All checks are required to have these two (2) signatures.

* 1. *The Treasurer will be required to keep current and accurate ledgers indicating all accounts payable. At the end of his/her term, the Booster Club shall have an organizational committee conduct an annual review of the organization's revenues/expenditures for the prior year. A copy of the report for the prior year will be submitted to the Cypress Ranch High School Agriculture Sciences Department, the Principal, and the Director of General Administration by September 15 of each year.*
	2. *A financial report of Booster Club funds shall be presented monthly at each Executive Board and General Membership Meetings.*
	3. *No item or activity may be purchased, leased, or acquired by the Association without being funded in advance of the purchase, lease or acquisition.*
	4. *All funds received by the organization, including, but not limited to, membership dues, fundraising, and donations, shall be deposited into the organization checking account.*
	5. *An Executive Board member, other than the Treasurer, will receive all bank statements and review same prior to distribution to the Treasurer.*
	6. *The Cypress Ranch FFA Booster Club account shall be open for an audit by the Audit Committee at any time.*

**CFISD LIVESTOCK SHOW REPRESENTATIVE** ‐ The LSA Rep. shall be responsible for attending all CFISD LSA meetings. He/She shall serve as the liaison between the booster club and the LSA and oversee financial transactions for school show. He/She will obtain buyer’s gifts for school show and fill committee spots for school show. He/She will market school show to the public by the following: sending of “Save the Date” magnets, invitations, newsletters and Holiday card to past and potential buyers. He/She shall obtain volunteers for the Cy‐Ranch Booster Club table at the FFA LSA table during the show.

***ARTICLE VI – MEETINGS***

Sec.1. A regular meeting of the Booster Club shall be held on the second Tuesday night of each school month unless otherwise provided by the club or the Executive Board with a ten‐day notice. Meeting schedules will coincide with the student’s chapter meeting to maximize use school meeting areas and minimize advisors after school hours. The Executive Board shall meet prior to each general membership meeting.

Sec.2. Fifty percent (50%) of the voting membership of the Booster Club, one of whom shall be authorized to open and preside over the meeting, shall constitute a quorum.

Sec.3. The suggested Order of Business for the general membership meeting shall be as follows: Call to Order

Reading of Minutes Treasurer’s Report

Livestock Association Representative Report Committee Reports

Old Business New Business

Comments from FFA Teachers Comments/Questions from the Floor Adjournment

# ARTICLE VII – EXECUTIVE COMMITTEE

The Executive Committee shall consist of the officers of the Club. Its duties shall be to transact necessary business between club meetings and such other business as may be referred to it by the club; to approve the plans of work of the standing committee chairpersons; and to present reports at the regular meetings. Special meetings of the Executive Board may be called by the President or by a majority of the committee’s members.

**ARTICLE VIII – COMMITTEES**

The Executive Board shall create Committees as may be required to promote the objectives and purposes of the organization. Committees shall not have the authority to commit the organization to any activity without prior review and approval of the Executive Board. The chairpersons of the standing committees shall be appointed or selected by the

newly elected Executive Board, unless otherwise designated in these Bylaws. Their term of office shall be for one year. Committee members shall be comprised of all members whose membership is in good standing.

***Standing Committees***

**Fundraising Committee** – This committee shall be responsible for managing all fundraising activities to the benefit of the Booster Club.

**Scholarship Committee** ‐ This committee shall be responsible for managing the Booster Club Scholarship program. These activities include (but are not limited to): Review scholarship application(s); Recommend scholarship recipients to the Board; Work with the Executive Board on ways to grow scholarship funds.

**Nomination Committee** – This committee shall be responsible for assembling the ballot of nominees for the purpose of electing officers to the Executive Board and conducting the vote of officers annually.

**Trailer Committee** – Shall be responsible for the maintenance, insuring, storage, registration and scheduling of the trailers owned by the booster club. Trailer use specifics can be found in Addendum B of these Bylaws.

#### Special Committees

The President, with approval of the Executive board, shall have the right to form special committees and task forces as required to conduct the business of the organization. These committees shall have a defined scope of operations and shall have a limited term based upon the achievement of their stated goals. These committees shall report to and through the President to the Executive Board.

# ARTICLE IX – NONDISCLOSURE

The vendor list, silent auction list and buyer list shall not be distributed to any outside source.

**ARTICLE X – PARLIAMENTARY AUTHORITY**

All meetings shall be governed by Robert’s Rules of Order in cases where they are applicable and are not inconsistent with these By‐Laws.

The Booster Club has no authority to direct any member of the Cypress Ranch High School Agricultural Sciences Department or any employee of Cypress Ranch High School, in any of his/her duties. The schedule of FFA Chapter, rules of participation, method of earning letters, awards, offices and all other criteria dealing with interschool programs are under the jurisdiction of the Cypress Ranch High School Agricultural Sciences Department and the school administration.

# ARTICLE XI – AMENDMENTS

These bylaws may be altered, amended and new Bylaws may be adopted at any regular meeting of the organization by two‐thirds vote of the members present and voting, provided notice of proposed amendment shall be given at least two weeks prior to the next general membership meeting. Proposed changes to the By‐Laws shall be submitted in writing to the Executive Board. The Executive Board shall discuss all proposed changes and may make modification recommendations to the submitter. The proposal (plus any accepted modifications recommended by the Board) shall be published to the general membership no later than two weeks prior to the organization’s next meeting. This may include an open discussion of the proposal at the general membership meeting. All proposed changes shall be voted upon by the general membership at the general membership meeting. Approved changes shall take effect immediately following the close of the general membership meeting.

# ARTICLE XII – STANDING RULES

All Booster Club projects must support the philosophy of the school administration.

# ARTICLE XIII – VOTING

Membership in the Cypress Ranch FFA Booster club is by family with one vote per family.

# ARTICLE XIV – FUNDRAISING

Sec. 1. All fundraising campaigns must be approved by the Cypress Ranch High School Agricultural Sciences Department and the Cypress Ranch High School Principal.

Sec. 2. If the organization chooses to conduct fundraising activities, all funds raised shall be for the sole purpose of supporting FFA Chapter activities not being provided by the high school or school district. Social events will be incidental to the purpose of fund raising activities, and FFA Chapter members may be required to pay for participation in connection with same. Committee chairpersons, board members, and Cypress Ranch Agricultural Sciences Department shall decide on the amount due from FFA Chapter members in connection with a social event.

# ARTICLE XV – RETURN CHECK POLICY

Sec. 1. If more than one insufficient funds check is presented to the Booster Club by the same party, no further checks will be accepted, only cashier’s check or money order.

Sec. 2. The party issuing an insufficient funds check must reimburse the Booster Club for the amount of the check plus any applicable fees within thirty (30) days of notification of insufficient funds.

# ARTICLE XVI – SCHOLARSHIP PLAN

Scholarships may be awarded to deserving Cypress Ranch High School FFA members in their senior year as the funds are available. The scholarship recipient(s) will be selected by the FFA Booster Club Scholarship Committee. Scholarship amounts shall be recommended by the Executive Board when creating the annual budget and may be increased at the discretion of the General Membership. See Addendum A for Scholarship Plan Rules and Regulations.

# ARTICLE XVII – DISSOLUTION OF THE ASSOCIATION

Upon dissolution of the association, assets shall be distributed for one or more exempt purposes within the meeting of the section 501 (C) (3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or shall be distributed to the federal government, or to state or local government for a public purpose. Any such assets not disposed of shall be disposed of by a Court of Competent jurisdiction of the county in which the principal office of the association is then located, exclusively for such purposes of such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

The Principal of Cypress Ranch High School has the authority to disallow the continued association of any school program with a parent or community organization that has been judged by the principal to be disruptive to the educational activities or goals of the program or group.

The submitted Bylaws are true, correct and complete copies as approved by the members and/or Board of Directors of the Cypress Ranch FFA Booster Club and are hereby amended this day of 20 .

**Signed:** **Title:**

**Date:**

**Signed:** **Title:**

**Date:**

# BYLAWS OF THE CYPRESS RANCH FFA BOOSTER CLUB

I have received a copy of the Cypress Ranch FFA Booster Club Constitution and Bylaws and agree that all privileges shall be contingent upon payment of my membership dues.

Signature:

Date:

**ADDENDUM A**

**CYPRESS RANCH FFA BOOSTER CLUB SCHOLARSHIP PLAN RULES AND REGULATIONS**

**PURPOSE**

The Cypress Ranch FFA Booster Club Scholarship Plan is intended to provide college or university scholarships for Cypress Ranch High school Seniors in order to provide them with financial assistance in meeting the expenses of a college education.

The Scholarship Plan is administered by the Cypress Ranch FFA Booster Club Scholarship Committee in accordance with the Rules and Regulations noted in the Cypress Ranch FFA Booster Club By‐Laws in Section 18.

**ELIGIBILITY REQUIREMENTS**

Students must be qualified for admission to an accredited junior college, college or university at the end of the current school year during which the awards are made.

The primary purpose of these awards is to assist eligible high school senior students to continue their education in an accredited institution of higher learning and to complete requirements for an Associate or Bachelor’s degree.

**APPLICATIONS**

The Scholarship Committee Chairperson shall forward the application and instructions via email to all Senior students and parents. Applications for scholarships may be submitted by any student who meets the eligibility requirements. Applications must be typed and submitted on forms provided by the Cypress Ranch FFA Booster Club Scholarship Committee. Forms must be submitted to the Cypress Ranch FFA Agriculture Sciences Advisor on or before the date announced annually as the last date upon which applications will be received. The Advisor shall forward all applications to the Cypress Ranch FFA Booster Club Scholarship Committee Chairperson. The selection committee will not consider applications submitted after the date specified, nor will it consider applications which do not include all material requested by the committee in connection therewith.

**SCHOLARSHIP AWARDS**

The total number of scholarship awards and amounts therein will be voted upon by the General Membership of the Cypress Ranch FFA Booster Club.

All personal identifying information will be noted on cover letters, which will be removed from the application by the non‐voting Scholarship Committee Chairperson before forwarding them to the Cypress Ranch FFA Booster Club Scholarship Committee so as to minimize any bias in the selection process. The Scholarship Committee Chairperson will assign each applicant a letter identification (i.e. A‐E) for use by the scholarship committee when evaluating the candidates.

Selection of the candidates will be made by the Scholarship Committee. The committee will be composed of two non CFISD individuals with agriculture backgrounds, two Cypress Ranch Faculty members (non Senior instructors), the

President of the Cypress Ranch Booster Club in an ExOfficio, non voting capacity and the Cypress Ranch Agriculture Advisor in an ExOfficio, non voting capacity. Cypress Ranch High School parents or Booster Club members are strictly prohibited from serving on the committee. Furthermore, committee members may have no immediate family connection to the candidates. Appointment to the Committee will be for a one‐year term, and any members may serve for an unlimited number of consecutive terms.

Scholarships will be awarded to the eligible applicant(s) who are most worthy of an award based upon their FFA participation, experiences and awards, commitment to community service and/or school activities. The Cypress Ranch FFA Booster Club Scholarship Scorecard shall be utilized for scoring. Candidates receiving the highest overall scores will be selected for the scholarship award. Candidates Announcement of scholarships awarded will be made by the Scholarship Committee to all applicants at the annual FFA Banquet held in May of each year. Scholarship winners will be required to accept such awards for use during the next succeeding school year.

Each scholarship will entitle the recipient the sum decided on yearly by the Cypress Ranch FFA Booster Club and voted on by the General Membership of the Cypress Ranch FFA Booster Club, which will be paid during the first year of enrollment in an accredited institution of higher learning.

**REVOCATION AND FORFEITURE OF SCHOLARSHIPS**

Scholarship recipients must be classified by their junior college, college, or university as a full time student.

Scholarship recipients who fail to provide proof of registration by September 30th of the award year must forfeit the scholarship.

Under the rules of the Plan, scholarship recipients who receive appointments to military academies must forfeit the scholarship. Scholarship holders should notify the Committee in writing immediately upon accepting military academy appointments.

**PAYMENT OF FUNDS**

Recipients must provide a copy of the school’s registration to the Booster Club Treasurer no later than September 30th of the award year. Scholarship awards will be forfeited if proof of registration is not received by the deadline. The time and manner of payment of funds to the recipient will be determined by the Cypress Ranch FFA Executive Board and voted on by the General Membership of the Cypress Ranch FFA Booster Club. Scholarship checks will be made payable to the recipient and their respective junior college, college or university.

**LIABILITIES AND RIGHTS**

Neither the Cypress Ranch FFA Booster Club nor the Scholarship Committee will be liable for the debts or conduct of the scholarship recipient. Recipients will have no right to anticipate, assign or transfer rights acquired by reason of awards or scholarships or extensions thereof.

**MISCELLANEOUS**

1. Scholarship recipients are responsible for determining their own tax liability.
2. Marriage of scholarship recipients does not affect eligibility to receive scholarship awards.
3. Enrollment in an accredited junior college is acceptable; however, the scholarship recipient must be working towards the requirements for an Associate or Bachelor’s Degree.
4. The Committee, with prior approval of the Booster Club Executive Board, reserves the right to make exceptions, modifications, and amendments to the provisions hereof as it deems appropriate.
5. Address all correspondence to:

Cypress Ranch FFA Booster Club Scholarship Committee

P.O.Box 2745

Cypress, Tx 77410

**CYPRESS RANCH FFA BOOSTER CLUB SCHOLARSHIP**

 **SCORECARD**

Candidate:

**Eligibility**

Graduating Senior currently in good standing? FFA Member in Good standing for at least 2 years? Greenhand Degree earned?

**Yes**

### Scoring

**Points Awarded**

Number of years of FFA participation

*10 points per year (10 points maximum per year)*

Supervised Agriculture Experience Program

(Animal, Home Eco., Ag Mech or other sanctioned project)

*5 points per animal or project (20 points maximum per year)*

Extracurricular activities (outside of FFA)

*3 points per activity or club per year (12 points maximum per year)*

Leadership Development Events (LDEs)

*5 points per team, per year (20 points maximum per year)*

Career Development Events (CDEs)

*5 points per team, per year (20 points maximum per year)*

FFA Officer

*5 points per year (5 points maximum per year)*

Community Service (FFA and other)

*1 point per community service activity. (Maximum of 8 pts per year)*

Lone Star Degree (received or applied for)

*10 points total*

Essay

*Subjective, up to 20 maximum points*

Mandatory Interview with Selection Committee

*Official Dress required. Subjective, up to 20 maximum pts*

***Total Points:***

Committee Member:

Addendum B

Cypress Ranch (Cy-Ranch) FFA Booster Club Trailer Use Agreement

Must be a Member of Cy-Ranch Booster Club (BC) in good standing.

 Verified: yes or no

Name of BC Member:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Home Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State: \_\_\_ Zip: \_\_\_\_\_\_\_\_\_\_\_ Country: \_\_\_\_\_\_\_\_\_

Driver\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State: \_\_\_ Zip: \_\_\_:\_\_\_ Expiration: \_\_/\_\_/\_\_\_\_ Date of Birth: \_\_\_/\_\_\_\_/\_\_\_\_

Local Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Auto Insurance Company: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Policy Number: \_\_\_\_\_\_\_\_\_\_\_

Additional Driver: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Home Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State: \_\_\_ Zip: \_\_\_\_\_\_\_\_\_\_ Country: \_\_\_\_\_\_\_\_\_\_\_

Driver\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State: \_\_\_ Zip: \_\_\_\_\_\_\_\_\_\_ Country: \_\_\_\_\_\_\_\_\_\_\_\_/\_\_\_ Date of Birth:\_\_\_/\_\_\_\_/\_\_\_

Copy of Certificate of Insurance attached, Initial: \_\_\_\_\_\_\_\_ (Cy-Ranch FFA BC Rep.)

Only the person(s) that are listed on this Trailer Rental Agreement and above the age of eighteen may tow this trailer.

The above mentioned BC member is hereby responsible for all collision damage to the vehicle regardless if someone else is at fault or the cause is not known.

The BC Member is fully responsible for the cost of any repair up to the value of the vehicle. The Booster Club Member’s Insurance may cover all or only part of the financial liability for the rented trailer. BC Member should check with their insurance company regarding their coverage and what they are and are not liable for.

Unless otherwise pre-arranged, the trailer must be returned to the same location in which it was picked up on or before the above indicated due back date and time. There will be additional fees due if the vehicle is not returned as specified above.

Cy-Ranch BC is not financially responsible for any damages/ injuries to animals, people, vehicles and trailer.

BC Member assumes all financial responsibilities for damage to trailer and/ or damage to any other property caused damage to.

Rules for Use of Cy-Ranch BC Trailer:

1) Trailer shall not be used to carry passengers or property for hire.

2) Trailer should only be used to haul livestock animals for members of the Cy-Ranch FFA to and from livestock shows, veterinary visits, and where animal is housed (Cy-Ranch FFA Barn/ school/ home).

3) Trailer shall not be operated by any other person other than the BC Member.

4) No person under age of 18 should be permitted to tow the trailer.

5) The BC Member hereby agrees that he / she shall be held fully responsible for any and all loss of or damage to the trailer or equipment during the term of this Trailer Agreement whether caused by collision, fire, flood, vandalism, theft or any other cause, except that which shall be determined to be caused by a fault or defect of the vehicle or equipment.

6) Unless pre-arranged, trailer should be brought back in same condition as picked up.

I have read the above rules.

The BC Member is hereby bound by the terms and conditions of this Trailer Use Agreement.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

BC Member, Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

BC Member, Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Cy-Ranch FFA Trailer Committee Representative Date