



# The Vintage Driver's Club Inc

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## Club Car Policy

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### 1. Background

The Vintage Driver's Club Inc own and maintain a vehicle "Club Car" which has been made available for use by Club Members subject to meeting certain requirements. This policy defines how the Club Car will be managed in addition to Terms and Conditions for its use.

Currently the Vintage Driver's Club Inc own one Club Car, a 1929 Dodge Brothers DA "Doc's Dodge". This was donated by Paula Doherty in December 2020 and was restored by club members in 2021.

### 2. Aims

The purpose of this policy is to manage the borrowing and use of a Club Car from the Vintage Driver's Club Inc "VDC" to an approved member of the VDC "Borrower". The VDC shall nominate the responsibility to a person or persons to manage this policy "Club Car Manager".

### 3. Requesting use of Club Car

The intention of the Club Car is to promote the VDC (and it's aims), encourage prospective members and allow members to experience driving a vintage vehicle and attend VDC events when they do not have their own vintage car available (e.g. members who do not own a vintage car or their car is not currently roadworthy).

Requests to use the Club Car must be made to the Club Car Manager and will be assessed against the requirements below which are listed in order of priority. Subject to approval by the Club Car Manager, the Borrower must enter into a "Borrower Agreement" prior to any use of the car.

1. Promoting the VDC and the aims of the VDC (i.e. encouraging prospective/new members)
2. Members attending VDC organised events or other events where the VDC are invited
3. Members who own a vintage vehicle that is not currently roadworthy\*

4. Members who do not own a vintage vehicle\*
5. Members who have contributed to the restoration and/or ongoing maintenance and upkeep of the vehicle.\*
6. Members who have not previously used the Club Car

\*The Club Car is not intended to be a substitute to members purchasing/using their own car or used on a frequent/ongoing basis by members unless directly supporting items 1 & 2 above.

Use of the Club Car by any non-VDC members is permissible in exceptional circumstances subject to approval by the VDC executive.

Borrowers shall provide Credit Card details as a security deposit in the event of any insurance excess or other charges (tolls or fines).

Availability can be seen in the VDC Club Car Calendar

### **3.1 Responsibilities of the VDC & club car manager**

- The VDC shall maintain the Club Car in a safe and roadworthy condition, in compliance with Victorian Government regulations and comprehensively insured.
- Any existing damage on the vehicle will be recorded on a separate Check out/Check in form.
- At the end of the Borrowing period, the VDC Club Car Manager will examine the car to ensure it is returned in the same working condition as when it left. Any additional damage found will be the responsibility of the Borrower.

## **4. Terms and Conditions of Use**

Anyone wishing to Borrow the Club Car must enter a "Borrower Agreement" with the VDC (see appendix). By entering into the Borrower Agreement, the Borrower (including any authorised driver) agrees to the following:

- The vehicle shall be returned to the VDC in the same condition as it left (with exception to normal road wear-and-tear) clean inside and out and with a full tank of fuel;
- To accept responsibility for any damages incurred during the Borrowing period;
- To pay costs for any damage incurred during the Borrowing period capped at the value of the insurance excess plus one year's increase in the insurance premium (unless Borrower is in breach of insurance terms in which case Borrower shall be responsible for all costs);
- All drivers shall hold a legal and valid license to drive this type of vehicle in Australia and further confirms that there are no outstanding warrants against their driver's license;
- To not carry, or allow the vehicle to carry, any more than five people (including the driver);
- To not, without VDC prior written consent, use or allow the Vehicle to be used to carry passengers for payment of any kind;
- To not be under the influence of alcohol, drugs or have a blood alcohol or drug content that exceeds the legal limit in the State or Territory in which the Vehicle is driven;
- To regularly check tyre pressures and maintain oil and water levels in the vehicle;
- To use the vehicle in a manner that will not cause damage to the vehicle;
- To not use, or allow the Vehicle to be used, for any illegal purpose, race, contest or performance test of any kind. The vehicle must be used in accordance with stipulated federal and state regulations and laws guiding the use and operation of the vehicle;
- Pay for all Tolls during the Borrowing period;
- Pay for all Fines incurred during the Borrowing period, including responsibility for any other drivers (for the avoidance of doubt the Borrower shall be the nominated driver for any disputes);

- To indemnify and release the VDC for any damages, injuries, property loss, or death caused while the Borrower operates this vehicle;
- That only the Borrower may drive the vehicle unless another driver is nominated and approved by the VDC. However, the Borrower always remains the responsible person for the undertakings in this Agreement;
- To only use on a road which is properly formed and constructed as a sealed, metalled or gravel road and not use on beaches or through streams, dams, rivers or flood waters.

## 4. Insurance

### 4.1 Details

The VDC have a fully comprehensive Veteran, Vintage & Classic Vehicle Insurance policy in place with RACV. [Classic & Vintage Car Insurance | Classic Cars - RACV](#)

**Policy No.:** VVC 695 504 752

**Contact Number:** 13 19 03

**Excess:** \$300\*

### 4.2 Requirements

**Age limit:** 25, however drivers under 25 can be accepted but must have 2 years driving experience and be added to the insurance policy. \*Excess for drivers under 25 is \$1,600 (although may be reduced by adding as a named driver but may require an increase in premium).

**Mileage limit:** 9,000km per year (5,592 Miles).

**Use:** Hobby or recreational purposes only used for weekend use only or no more than twice per week. Unless a named driver, drivers are only covered for "occasional use" which is defined as a maximum of 5 days per year. If a Borrower is expected to exceed this they must be added as a named driver on the insurance policy.

### 4.3 Accidents & Incidents

If involved in any accidents or incidents please use good judgement in the same way as if it were your own car. The car is covered by RACV total care cover and fully comprehensive insurance (details are contained in this document and with the car). The Car Club Manager must be notified of **any and all events** (even if no claim is required).

## 5. Club Car details & Instructions for use

### 5.1 Car Details (full details including servicing/maintenance in appendix)

Make: Dodge Brothers	Model: DA Tourer	Year: 1929
Registration No: BUY 229	Frame No: DA99923	Engine No: H121-167
Engine type: 6-cylinder	Engine Size: 3.4 litres	Colour: Blue/Black

### 5.2 Instructions for Use

The vehicle is relatively straightforward to use, however anyone who is not experienced with using a vintage vehicle may be provided training by the Club Car Manager or another member of the VDC.

Before using the vehicle check oil and water levels and tyres are correctly inflated. The vehicle is fitted with a battery cut off switch and fuel tap which must be turned on prior to starting the car and turned off if the car is not going to be used any further that day.

### **5.3 Breakdowns and repairs**

The VDC has provided RACV total care cover (contact details within this document and copy in the Club Car). In the event of a breakdown that cannot be resolved please contact the RACV using the following details:

Phone: 13 11 11

Membership No.: 1391 8171

Policy Name: Vintage Drivers Club Inc

For minor repairs that can be resolved without RACV (i.e. a flat tyre) the Borrower is expected to arrange the repairs and cover the associated costs. A Maintenance log book is included in the car to note any repairs or issues encountered so they can be investigated/rectified later. If in doubt please contact the Club Car Manager.

### **5.4 Tolls**

The car is registered for use on Eastlink and Citylink, an e-tag is not needed (automatic number plate recognition). All charges will automatically be allocated to the VDC eastlink account (101001318191) and the Borrower shall cover all costs.

# VINTAGE DRIVER'S CLUB INC – CLUB CAR BORROWER AGREEMENT

This agreement is for use of the Vintage Driver's Club Vehicle. By entering into this agreement, the Borrower agrees to the terms and conditions of use as defined in the Vintage Drivers Club Car Policy which shall be treated as an attachment to this agreement.

**BORROWER:**

Name			
Address			
Telephone		E-mail	
License No.		Credit Card #	-----
Expiry Date	__ / __	Cardholder Name	

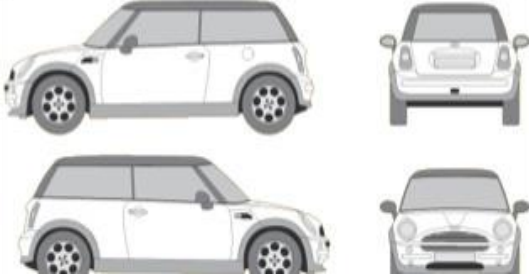
**Additional Drivers**

Name		Licence No.	
Name		Licence No.	
Name		Licence No.	

**THE PARTIES AGREE TO THE FOLLOWING:**

<b>Vehicle</b>	Club Car – 1929 Dodge Brothers DA	
	<b>Pick-up</b>	<b>Drop-off</b>
<b>Date &amp; time</b>		
<b>Location</b>		
<b>Mileage</b>		
<b>Fuel (¼/½/¾)</b>		
<b>Damage (Y/N)</b>		

Please notify damage, dents or scratches:

	<b>Hood &amp; curtains</b>	
	<b>Windscreen</b>	
	<b>Bodywork</b>	
	<b>Wheels &amp; tyres</b>	
	<b>Radiator</b>	
	<b>Interior (inc dash)</b>	
	<b>Engine</b>	

Signing this agreement is equal to Borrower's signature for a credit card transaction due to payments which VDC charges upon Borrower's request and are rightfully claimed according to the terms and conditions of this agreement.

The Borrower confirms with his or her signature to this agreement that he or she received the vehicle in sound condition (with any exceptions noted above) and shall complete the condition report at drop-off.

**Pickup signature:**

VDC: \_\_\_\_\_ Borrower: \_\_\_\_\_

Date: \_\_\_\_\_ Date: \_\_\_\_\_

**Drop-off signature:**

VDC: \_\_\_\_\_ Borrower: \_\_\_\_\_

Date: \_\_\_\_\_ Date: \_\_\_\_\_

## Appendix 2. Useful Information and instructions for use

### Engine Starting

- Engage the battery isolation switch at battery, under passenger side front floor (turn green knob clockwise approximately one full turn).
- Move fuel tap below the vacuum tank into the open position (vertical).
- Ensure the car is out of gear and the handbrake on.
- With spark and choke controls set (see below)
- Turn the ignition key to "on"
- Slightly advance the hand throttle lever (steering wheel centre) to initially warm up the engine.
- Engage the starter by depressing the starter button on the floor (left of the clutch pedal).
  - NOTE: The dashboard start knob is not in use. It has been replaced by the floor mounted start switch.
- When the engine starts, adjust the engine controls (see below).
- NOTE: Each time the engine is started, immediately check oil pressure, amp meter and temperature gauges for normal operating conditions. Oil pressure at normal driving speeds with a warm engine should be approximately 25 to 30 psi

### Spark Control

For engine starting, retard the spark by pulling the spark control out fully. When the engine starts, push the spark control in fully to advance the spark. During normal running the spark control should remain fully in (in the fully advanced position).

### Choke Control

Pull the choke control out to start a cold engine. When the engine starts, push the choke control in progressively as the engine warms up and runs smoothly. Choke should not be required to start a "warm" engine.

### Hand Throttle

Once the engine has started from cold and warmed up, the hand throttle can be returned to the idle position and should not be required for starting when the engine is warm.

### Lights

Head and tail lights are all controlled by the steering column switch. The "off" position is with the lever in the vertical/central position. Turn the lever to the right for tail lights only. Turn the lever one notch to the left for low beam and one further notch for high beam.

### Shutting down

When the car is no longer being used (e.g. overnight or when returned to the VDC) the battery should be disconnected (with the switch under the floor) and the petrol turned off.

**Petrol type:** Standard (not Ethanol E10/E85)

**Brake fluid:** Penrite Super Dot 4 - level  $\frac{1}{2}$  to  $\frac{3}{4}$

**Engine Oil:** 20W-60 (Penrite Shelsley Light)

**Gear & Diff Oil:** Penrite T250

**Battery:** 6V Positive Earth

**Registration #:** BUY 229

**VDC Club Car Manager:** Judy Weeks

[committee4@vdc.org.au](mailto:committee4@vdc.org.au)

0419 506 387

**VDC Alternative contacts:** Lindsay Truman 0418 176 728

John Johnston 0417 354 998

**RACV Total Care** Phone: 13 11 11

Membership No.: 1391 8171

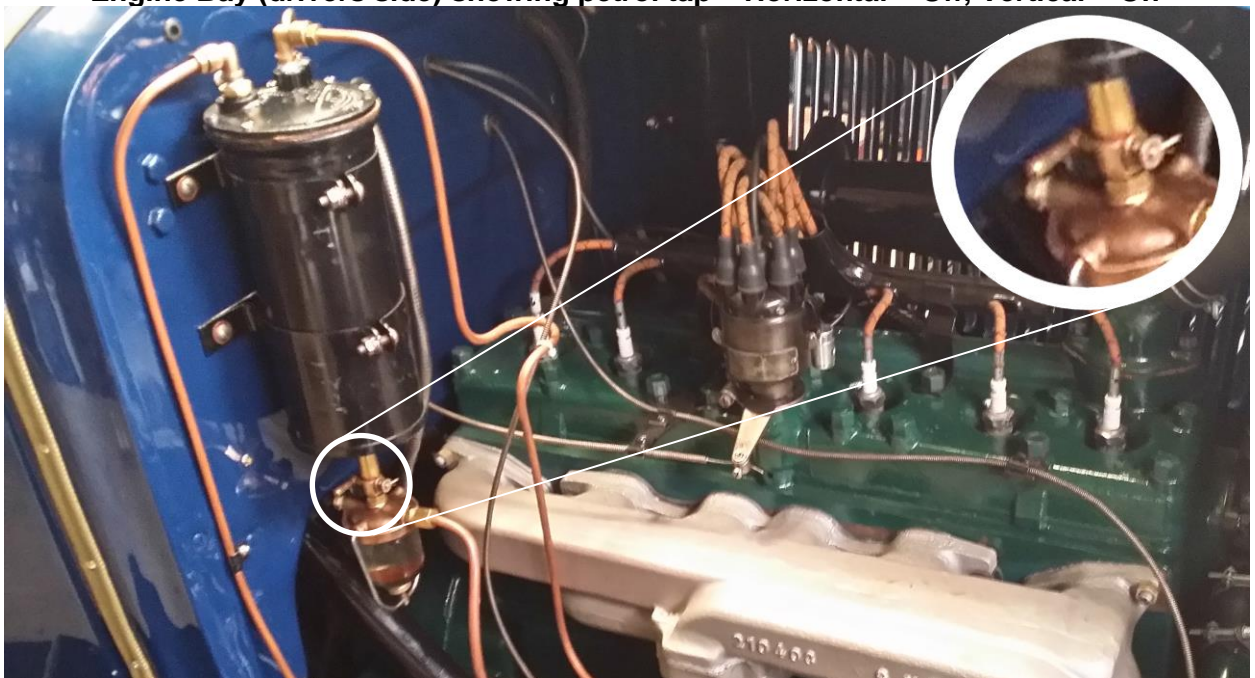
**Insurance:** RACV Fully Comprehensive Veteran, Vintage and Classic Insurance (under name of Vintage Drivers Club Inc).



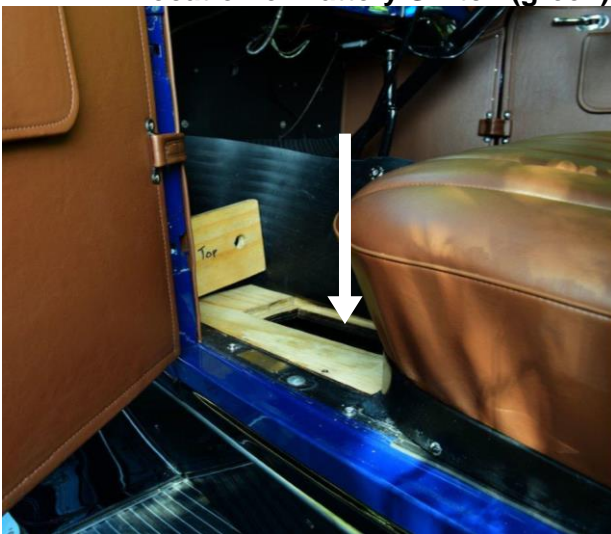
**Dashboard showing gauges and engine controls**



**Engine Bay (drivers side) showing petrol tap – Horizontal = Off, Vertical = On**



**Location of Battery Switch (green) – Clockwise = on, Anti-clockwise = off**



# Appendix 3. VDC Club Car Details and maintenance instructions

**Make:** Dodge Brothers      **Model:** DA Six, 1930 Series, Tourer **Year:** 1929 (August)

**Frame Number:** DA99923      **Engine Number:** H121-167      **Body No. (TJ Richards)** 29190

**Wheelbase:** 112.0" (2,845mm) **Tyre pressure:** 35 PSI (40PSI front for fast driving)

**Engine Capacity:** 207.99 cu.in (3.4 litres)      **Bore:** 3 3/8" (85.7mm)      **Stroke:** 3 7/8" (98.4mm)

**# Cylinders:** Six      **Firing order:** 1-5-3-6-2-4      **Electrical System:** 6V Positive Earth

**Fuel:** 12 Gal (45 L)      **Oil:** 1.5 Gal (5.8L)      **Coolant:** 4 Gal (15L)      **Diff:** 2 1/2 Quart (2.4L)

**Ignition points gap:** 0.020"      **Spark plug gap:** 0.025"

**Ignition timing (static):** 4 degrees BTDC fully advanced

**Valve Clearance (cold) Inlet & Exhaust:** 0.010" (note non-standard values due to modified cam).

