**Gifts & Donated Goods and Materials**

Who owns it, and where is it?

How did your shed gain access to that item – it was purchased, you borrowed it, it was donated to the shed or, you stole it?

It makes life a little easier if you set down some **guidelines** preferably at the beginning, but it’s never too late to start.

**And your asset register** that you use for insurance purposes is a great place to record how the shed came into possession of each significant item in the shed, it will tell the story of what it is, when you got it, how did you get it, in what state (new/second hand), what is its value, and what happened to it (you still have it, you broke it or you gave it away).

**Borrowing and loaning things** can be risky when you don’t own it, that’s when things like insurance & security, maintenance and repair costs, and traceability & accountability all start to raise questions.

If the item doesn’t belong to the shed and something goes astray, then people can get all bitter and twisted. So is there a **written record** of the terms of loan, something that can be relied upon at a future date.

A safe option is to use something similar to that below, it is in a letterhead document which is handed to every person/organisation/business that **offers something to the shed**, and it stems from the first principal “If we don’t own it its not here, nothing is loaned or borrowed from others, or to our members.”

**Gifts and Donated Goods and Materials**

The Good Mens Shed is appreciative of gestures of support where individuals, groups and businesses wish to gift items to support the Mens Shed.

From time to time some items can double up or may be found to have limited use in the Mens Shed environment, to cover these sort of cases we ask that the donor give their permission at the time of gifting that if the Shed at some point finds that the item does not have a practical purpose for the Shed, then the item may at the Sheds discretion be gifted on to another Mens Shed, or sold to provide income to maintain the needs of the Good Mens Shed.

We make this stipulation at the outset for clarity and openness, so as to not to be seen as disrespectful at any future date. The members in the Shed are at times overwhelmed by the many gestures of support and indeed many items in themselves become a talking point for a group of blokes recounting the use of something similar or the changes of technology over the years.

So as much as possible we will treasure items gifted to the Mens Shed and the support that can be provided from donated items.

Thank you for your support.

**If you think this would be helpful for your shed to clarify who owns what – use it, modify it, do something to avoid any confusion in the future over who owns what, and who’s paying.**