

Sale of Club Equipment Policy

Purpose

This section outlines how the WWKC Committee must manage the sale or disposal of club-owned equipment to ensure transparency, fairness, and responsible stewardship of club assets.

Authority to Sell

- Only the **WWKC Committee**, or a subcommittee explicitly authorised by it, may approve the sale, disposal, or transfer of club equipment.
- Equipment may be sold when:
 - It is no longer required for club activities.
 - It is being replaced by newer equipment.
 - It is beyond economical repair.
 - Storage constraints require the removal of surplus items.

Valuation and Pricing

- A fair value must be established before any sale. This may be determined by:
 - Market comparison
 - Assessment by an experienced club officer
 - External valuation (for high-value items).
- Items should be sold at **fair market value** unless explicitly approved by the Committee for reduced-price disposal.

Sales Process

- Sales must be conducted in a **transparent and fair manner**. Acceptable methods include:
 - **Open offer to all members** (e.g., Whatsapp Community, facebook posting, email)
 - **Public listing** (if sold externally),
 - **Sealed-bid process** for high-demand items.

- Priority in all cases is fairness.

Conflict of Interest

- Committee members (or their family members) may purchase club equipment only if:
 - The opportunity is offered equally to all members
 - They declare any conflict of interest,
 - They take no part in deciding pricing or approving the sale of the item they wish to purchase

Record Keeping

- A written record must be kept for each sale, including:
 - Item description
 - Condition
 - Valuation method
 - Purchaser name
 - Sale price
 - Date of sale.
- Records must be available for inspection on request by any full member.

Use of Funds

- All proceeds from the sale of club equipment must be deposited into club accounts,