

## PROCEDURE:

It is necessary to make reservations in advance, as early as January, because there are a limited number of chairs. Chairs can be reserved for up to one week, there is no pick up or delivery on Saturdays or Sundays. Generally, chairs are borrowed from Friday to Friday, however weekday drop off or pick up can be arranged according to the needs of the borrower.

To reserve a chair, call or leave a message for the Harvey Cedars Public Works Department at (609) 494-6905 or email [mhomberg@harveycedars.org](mailto:mhomberg@harveycedars.org). Please provide your full name, home address, and the local address where the chair will be delivered. Include a cell number or phone numbers for both addresses, along with the reservation dates desired any special instructions for delivery.

Chairs will be deliver by the Borough to the address given. All drop-offs and pick-ups will be made on Friday unless other weekday arrangements have been made. Confirmation of the reservation must be made at least two days prior to the scheduled date of delivery by the resident.

## CARE AND OPERATION:

An attendant is needed to move the chair; it cannot be moved by the person using it. The chairs are equipped with retractable or removable footrests, safety restraints; some have removable umbrellas. All chairs have anti-roll hand brakes. The umbrella is attached to the right side of the chair's backrest, to secure the umbrella, make sure it is placed securely in the holder.

Please use care when operating the chair to avoid accidents. Do not allow anyone to play on or with the chair. Please hose off the chair on a daily basis to remove sand and salt. Please do not leave the chair unattended, also store the chair in a secure place when not in use. Please make sure that chair and umbrella are readily accessible the day of pick-up, do not secure in a garage or locked area.

If there are any problems, questions or comments regarding the chair, please call (609)494-6905.