

Members Handbook



SUBARU

4WD CLUB
OF SOUTH AUSTRALIA INC
PO BOX 310, UNLEY SA 5061

SUBARU 4WD CLUB OF SOUTH AUSTRALIA (INC)

MEMBERS HANDBOOK

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SUBARU 4WD CLUB OF SOUTH AUSTRALIA (INC)

MEMBERS HANDBOOK

FOREWORD

This booklet is intended as a useful guide for members, covering such topics as club constitution, trip discipline, code of ethics, convoy procedure, etc.

The information in this booklet condenses the experiences of the members of our club and others into a format aimed at simplifying the acquisition of knowledge, which will enable members to

- (a) maintain and enhance the club's image within the community as a body of responsible people, and
- (b) be equipped and prepared to handle the conditions and problems which may arise on trips to remote areas.

An exemplary image is in the best interests of all 4WD Clubs and their members. In order to maintain the freedom we have to travel to remote areas, it is necessary that 4WD Club members exhibit a responsible attitude toward the community, property, and the environment.

With common sense and co-operation, club trips will continue to be enjoyable times spent with friends, exploring this great land of ours.

SUBARU 4WD CLUB OF SOUTH AUSTRALIA (INC)

TRIP DISCIPLINE

1. Attending a Trip

Place your name and phone number on the Trip Board at meetings or contact the Trip Leader, then if any details of the trip change you can be informed of them.

If you find you are unable to attend a trip please inform the trip leader as soon as possible, as some trips have a minimum or maximum limit, and/or costs for booking, catering etc.

2. Camping

Campsites near watering points must be sited so that stock and wildlife are not prevented from gaining access to the water. Campsites must not be within 500 metres, or in line of sight, of any man-made watering point. This will often mean choosing a site downwind and, in the case of a small water source, quite some distance away.

Campsites must be at least 1 km away from any station homestead, shearing shed, outstation or other improvement, without permission.

Take care to minimize damage to grasses etc. at campsites. Minimize vehicle tracks around campsites. Whenever possible, camp on previously used sites.

3. Watering points

In most situations you should bring all the water you will require. If it is necessary to replenish your supplies, take only the minimum amount of water necessary. Use only a clean container to remove water.

Do not swim or bathe in tanks or dams without permission; this fouls drinking water. Pollutants must not be introduced to any water source. This includes "biodegradable" soaps and detergents.

4. Fires

Comply with fire bans and regulations at all times.

Where an ample supply of dead wood is not available, or in areas such as national parks,

- (a) bring in your own supply, or
- (b) use only the wood provided for the purpose, or
- (c) use gas appliances.

Campfires should be placed in existing suitable fireplaces or fire sites. A new fire pit should only be dug when absolutely necessary. Use one campfire only, other small fires for cooking should only be used if essential.

Flammable liquids should not be used to start fires. If it is deemed necessary to use them, all possible precautions should be taken.

Rubbish must not be placed on the fire until all cooking is finished. Unsuitable materials such as plastics must never be placed in a fire.

Where practical, no sign of the fire should be left at the site. Any non-combustible material must be removed from the ashes and taken home.

Fires must be thoroughly extinguished before vacating a site.

5. **Gates**

Gates are to be left as found.

6. **Litter**

No litter or rubbish is to be thrown from vehicles, or left at sites used by the club for any reason, unless an appropriate receptacle is provided.

7. **Flora and Fauna**

Birds and animals and their habitat must not be disturbed.

No member shall use a tree as an anchor for winching a vehicle without first placing protection around the tree to prevent damage to the tree.

8. **Historical Sites**

All sites of historical significance are to be left undisturbed.

9. **National Parks & Forest Areas**

All members and visitors are responsible for knowing and observing National Parks, and Woods and Forests, regulations whilst travelling in these areas or in any other area controlled by government authorities.

10. **Tracks**

Vehicles are to travel on existing roads and tracks except in areas where it is permissible to depart from them.

11. **Track Widening**

Drivers should not widen existing tracks by driving around obstacles such as broken branches, large holes, rocks etc., but should remove branches (where possible) and do minor track maintenance to allow vehicles to stay on the track.

12. **Toilets**

When going to the toilet in the bush, (except in areas where digging a hole will damage the environment), a hole should be dug in a bare patch of earth and covered before leaving. Toilet paper must not be left to blow around. Where possible, burn the toilet paper before filling in the hole.

13. **Spares and Equipment**

Vehicles must carry enough spares and tools to be reasonably self sufficient in the event of a breakdown. The number of spares would depend on the type of trip. Adequate fuel, water, and food must be carried at all times. Each vehicle should carry appropriate recovery equipment such as rated shackles and recovery straps, a

shovel and a suitable first aid kit. Each vehicle must have strong towing points front and rear.

14. **Radios**

Members are encouraged to carry UHF radios on all trips and must carry them on trips to remote areas. Members are also encouraged to carry transceivers where appropriate to communicate with the Royal Flying Doctor Service and for other long distance communications, and/or to carry a satellite phone.

15. **Convoy Limit**

When the conditions likely to be encountered on a trip are such that a large convoy would be difficult to control, the trip leader may set a convoy limit.

16. **Safety**

At any creek crossing, steep hill, sand hill or any other type of terrain, spectators and especially children are to keep well clear of the track. Vehicles which have already negotiated these situations must allow room for the following vehicles. **During recovery operations**, follow the instructions of the recovery coordinator. **Stand well clear** unless requested to assist by the recovery coordinator.

Always close high-lift jack handles against their lift rail. Do not allow any part of your body over a high-lift jack handle, as it can kick up violently without warning. Do not allow any part of your body beneath a jacked vehicle unless it is adequately supported by additional means, such as safety stands or spare wheels.

People, especially children, must not throw projectiles where it is possible to hit bystanders, including from cliffs or high places where there is the possibility of hitting someone below.

17. **Mobile Generators**

The use of mobile generators should be kept to a minimum and they are not to be used after sunset without permission from the trip leader, or if the noise causes inconvenience to others.

18. **Caravans and Trailers**

The use of trailers, camping trailers or caravans shall be at the discretion of the trip leader.

SUBARU 4WD CLUB OF SOUTH AUSTRALIA (INC)

CLUB CONVOY PROCEDURE

1. The Trip Leader has absolute authority over the whole trip. (Refer to Club By-Law 2)
2. All drivers shall observe the regulations of the Road Traffic Act at all times.
3. **Each driver is responsible for the vehicle behind.** Keep the following vehicle in sight at all times (where conditions permit). Where visibility is poor, switch on your lights so that the vehicle ahead can see you.
Wait at every turn with turn indicators on until the following vehicle acknowledges with his/her turning indicators.
If you reach an intersection where there is no vehicle to show you the way, STOP and WAIT for someone in front to return and lead you out.
4. Keep a safe distance from the vehicle in front, particularly in hilly or slippery conditions, or while your brakes are wet from a water crossing.
When approaching a hazard, **STOP AND WAIT FOR THE VEHICLE IN FRONT TO PASS THROUGH.**
After passing through the hazard, and while waiting for the following vehicle/s, leave room for them behind you.
Ensure that the vehicle BEHIND you has come through safely before proceeding.
5. Always stay in your original convoy position unless the trip leader has approved the change.
6. If you need to leave the convoy, you must inform the trip leader. You may do this (a) at stops, (b) by radio, (c) by dropping back to the rear of the convoy and informing "Tail-end Charlie" of your intentions. "Tail-end Charlie" will ensure that the trip leader is informed.
7. During recovery operations, follow the instructions of the recovery coordinator. **Stand well clear** unless requested to assist by the recovery coordinator.
8. Any damage caused to your vehicle is your own responsibility.
9. Anyone who, in the opinion of the trip leader, is not acting in the best interests of the club may be asked to leave the trip.
10. Throw nothing from the vehicle.
11. All drivers are to assemble at a central point prior to departure time, for the trip leader's briefing, unless otherwise arranged.
12. Gates should always be left as found.
13. Alcohol is not to be consumed while travelling in or returning from a convoy. (Amended 10-10-08)
14. Conduct yourself and your driving in a responsible manner such that the club and the Four Wheel Drive fraternity are not put into disrepute.

RECREATIONAL VEHICLES
CODE OF ETHICS

1. Keep to the laws and regulations on recreational vehicles. They change from state to state.
2. Others have a right to peace and solitude - avoid noisy driving or riding near settlements and general recreation areas.
3. Keep to approved vehicle corridors and tracks. On beaches and unvegetated areas, drive only where permitted.
4. Alpine areas, swamps and vegetated dunes are easily damaged. Avoid them.
5. Respect our wildlife. Stop and look, but never disturb or chase animals. It can affect their survival.
6. Keep the environment clean. Carry your own - and maybe other people's - rubbish home.
7. Keep all fire restrictions. Extinguish your fire before leaving. Don't let your exhaust emit sparks.
8. Keep to restrictions on the use of public land. Respect National Parks and other conservation areas.
9. Get permission before driving on private land. Leave livestock alone and gates as found.
10. Keep your vehicle mechanically sound and quiet with an efficient muffler.
11. Take adequate water, food, fuel and spares on trips. In remote areas, travel with another vehicle.
12. Join an appropriate and responsible recreation vehicle club if you use your vehicle mainly for recreation.
13. Help in bushfire emergencies and search and rescue, if you are properly equipped and able.

This code is valuable only if you observe it

As made available by the South Australian Association of Four Wheel Drive Clubs Inc.

CONSTITUTION

SUBARU 4WD CLUB OF SOUTH AUSTRALIA, INC

1. **NAME**

The name of the Club will be **SUBARU FOUR WHEEL DRIVE CLUB OF SOUTH AUSTRALIA INCORPORATED.**

2. **AIMS**

- (a) The Club is formed for the purpose of;
 - (a)(i) Holding, carrying on, arranging for, organising and conducting field events for Subaru four wheel drive vehicles in order to stimulate interest in their many and varied uses. (Amended, 2-6-89)
 - (a)(ii) Promoting the good fellowship of motoring in all its branches.
 - (a)(iii) Engaging in social and sporting activities in so far as they evolve from (i) and (ii).
- (b) The assets & income of the club shall be applied solely in the furtherance of its objectives and no portion shall be distributed directly or indirectly to its members except as bona fide compensation for services rendered or expenses incurred on behalf of the club. (6-12-91)

3. **MEMBERSHIP**

- (a) Any person sixteen years of age or over who is either the owner, part owner or has regular access to any Subaru four wheel drive vehicle maintained in good roadworthy condition with a minimum of Third Party Property Insurance, is qualified to become an Ordinary Member of the Club. (Amended 3-5-91)
- (b) Any person previously an Ordinary Member may retain that Membership for as long as the person remains a financial Member of the Club.
- (c)(i) Any person not qualifying as an Ordinary Member may be accepted as an Associate Member of the Club, provided their vehicle is maintained in good roadworthy condition with a minimum of Third Party Property insurance. (Amended 3-5-91)
- (c)(ii) After two years financial membership, an Associate Member may apply to become, and may be accepted as, an Ordinary Member. (3-4-92)
- (d) Honorary Membership may be conferred by the General Committee for any person or organisation which the committee feels can assist or has significantly assisted in the aims of the Club. Such conferment shall be publicised with notice of a General Meeting. Honorary Members shall be entitled to all Club privileges for the remainder of the financial year without payment of fees, but shall not be eligible to vote or hold office in the Club. Honorary Membership granted to a financial member shall not preclude such

- member from voting rights. (Amended 1-8-08)
- (e) Life membership may be recommended by the General Committee and conferred at an Annual General Meeting by at least a two-thirds majority of members present and entitled to vote at that meeting. Notice of recommendation for Life Membership shall be given with notice of the Annual General Meeting. Life members shall be entitled to all Club privileges, including the same voting rights as Ordinary Members, without payment of fees. (Amended 3-5-91)
 - (f) This constitution shall cover all members of the Subaru Four Wheel Drive Club of South Australia Inc.

4. **RIGHTS AND LIBERTIES OF MEMBERS**

- (a) Every Member of the Club shall, subject to these rules, be entitled to take part in any of the activities of the Club, and to use all the facilities provided the Club, except that an Associate or Honorary Member may not hold office on the General Committee or vote (see clause 3(d),13(d)). No member shall, by reason of his membership, be under any financial liability except for the payment of his annual subscription to the Club. (Amended 3-7-87)
- (b) Interstate or overseas members of any Subaru Four Wheel Drive Clubs visiting South Australia shall be deemed to be Members until their respective subscriptions expire.
- (c) Non Members and unfinancial Members may take part in Club events when invited to do so by the General Committee or Trip Leader.
(Amended 3-5-91)
- (d) A member shall be entitled to display a club badge, indicating membership of the club. The badge will remain the property of the Club and will be returned to the Club if the person ceases to be a Member.
(Amended 3-5-91)
- (e) There shall be an allocation of two votes per Ordinary or Life membership at General meetings and one vote per Committee member at Committee meetings. (7-9-79) (Moved 1-8-08)

5. **NEW MEMBERS**

- (a) Application for Membership shall be forwarded to the Committee, with appropriate payment, and shall be on a form provided by the Club and signed by the applicant. This shall be submitted for acceptance at the following General Committee meeting. (Amended 3-5-91)
- (b) When an applicant has been accepted, the Committee will forward the membership card and a copy of this constitution, the applicant shall then; be a member of the Club, entitled to all privileges of membership and shall be deemed to have agreed to and be bound by this constitution.
(Amended 3-5-91)
- (c) If an applicant is not accepted, the Committee shall advise the unsuccessful applicant and return all payments. (3-5-91)

6. **TERMINATION OF MEMBERSHIP**

- (a) A Member may resign Membership at any time by letter to the Club, but shall not be entitled to any repayment of the subscription as a result of such resignation. (Amended 3-5-91)
- (b) If any Member's subscription becomes overdue by a period of one month from the due date, this Member shall be deemed, and informed, unfinancial. Should the overdue subscription then not be paid within thirty (30) days, the membership shall automatically cease. (Amended 3-5-91)
- (c) The General Committee may expel any Member whose conduct it shall consider, in its absolute discretion, to be prejudicial to the well being of the club. (Amended 3-5-91)
- (d) On termination of Membership all property of the Club must be returned. (Refer also clause 4(d)). (3-5-91)

7. **SUBSCRIPTIONS**

- (a) A joining fee shall be paid for the establishment of an ordinary or associate membership. (Amended 3-5-91)
- (b) Each Ordinary or Associate Membership shall pay an annual subscription. (Amended 3-5-91)
- (c) Family membership shall cost the same as single membership.
- (d) The amount referred to in Clause 7 (a) and 7 (b) shall be determined from time to time by the members at a General Meeting.
- (e) Annual subscriptions shall be due and payable by the day after the Annual General Meeting.
- (f) No annual subscriptions will be payable by Life or Honorary Members. (Amended 3-7-87)
- (g) Membership fees as from 1st July shall be full subscription. As from 1st January fees shall be half annual subscription.

8. **COMMITTEE**

- (a) A general committee shall consist of Office Bearers who are elected from the Ordinary and Life Members of the Club, by the Ordinary and Life Members of the Club. (Amended 3-4-92)
- (b) These Office Bearers shall be :-
 - 1. President
 - 2. Vice President
 - 3. Honorary Secretary
 - 4. Treasurer
 - 5. Minutes Secretary
 - 6. Editor

And a minimum of two (2) committee members and a suggested number of five (5) committee members at the discretion of the President.
(Amended 1-8-08)

- (c) The elected members shall hold office from the date of election until the next Annual General Meeting.
- (d) The Committee may consider all matters relating to the running and organisation of the Club and may make suggestions to the Club regarding such matters. The Club shall not be bound by any decision made by any Committee until passed by a majority vote at a general meeting, except the general committee may make purchases up to the value of four (4) annual subscriptions to facilitate the day to day administration of the Club. In addition, individual members of any committee, or any representative of the club shall undertake on behalf of the Club such functions as the Club requests. No member of any committee, or any representative of the club shall undertake any obligation on behalf of the Club unless expressly authorised to do so by the Club, and any member so authorised shall clearly indicate that he is acting on behalf of the Club. (Amended 3-5-91)
- (e) General Committee Meetings and extra Ordinary Meetings may be held from time to time, of which due notice will be given.
- (f) Meetings of the General Committee will be convened by the Honorary Secretary from time to time, as the Club may direct, or by request of any three (3) members of the General Committee. Seven days notice of such a meeting will be given to all members of the General Committee.
- (g) A quorum for a General Committee Meeting shall consist of the President, Secretary, and three (3) other Committee Members. (Amended 3-5-91)
- (h) The President elected by the Club shall preside at all General Committee Meetings. Voting shall be by show of hands, except that a poll may be allowed at the President's discretion. Proxies shall be allowed provided that they are lodged with the Honorary Secretary at least 48 hours before the meeting. In case of equality of votes the President shall have the casting vote. (Amended 3-5-91)
- (i) The General Committee shall have the power to appoint Sub-Committees to deal with special Club affairs from time to time. The General Committee shall further have the power to modify, disband and resolve disputes within Sub-Committees so appointed. (Amended 3-5-91)
- (j) Any General Committee Member who misses two (2) consecutive General Committee Meetings and has given no valid reason to the General Committee shall forfeit his position on the General Committee (refer 9 (g)).

9. **ANNUAL GENERAL MEETINGS & ELECTION OF OFFICE BEARERS**

- (a) The Annual General Meeting will be held the first Friday in July to elect officers to Committee, to present the Balance Sheet and other Business. Nominations for Office Bearers to be called for by the Chairperson (nominated by the president) prior to the election of each position in order as per 8b. Six (6) weeks notice of the Annual General Meeting will be given to all Members. (Amended 3-5-91)
- (b) Two (2) Auditors shall be appointed at the Annual General Meeting. The

Auditors are not required to be Club Members or professional auditors. (Amended 1-8-08)

- (c) The election of Office Bearers and Ordinary Committee Members will be by secret ballot except when a show of hands is agreed to by all parties (ie. nominees, returning officer, and a majority of members); the nominees will then leave the voting area until a result has been reached. (Amended 1-8-08)
- (d) In the event of the position of President becoming vacant it will be filled by the Vice President.
- (e) Proxies will be allowed provided they are lodged with the Honorary Secretary 48 hours before the Annual General Meeting.
- (f) Clause 9 (d) may be temporarily waived by a majority of the Ordinary Members present at any General Meeting at which Notice of the vacancy is given.
- (g) If a vacancy on the Committee occurs the Committee may co-opt an Ordinary or Life Member of their own choosing to fill the vacancy. (Amended 3-4-92)
- (h) A quorum for an Annual General Meeting will be as laid down in Clause 10.

10. **GENERAL MEETING**

- (a) A quorum for a General Meeting shall consist of the President, Honorary Secretary, two (2) other members of the General Committee and nine (9) Ordinary Members or one-third of the Ordinary Members, whichever is the lesser. (Amended 3-5-91)
- (b) All matters concerning the conduct of the meeting and all matters concerning the election of members to the General Committee shall be determined by the Club.
- (c) Any dispute concerning the conduct of the meeting shall be determined by the General Committee subject to a majority vote of all Ordinary Members present.

11. **AMENDMENTS**

- (a) This Constitution may from time to time be revoked, altered or added to by the Club. The Honorary Secretary will notify the details of any proposed change in writing to all members not less than fourteen (14) days before a General Meeting. (Amended 3-5-91)

12. **WINDING UP AND DISPOSING OF ASSETS**

- (a) Should the Club decide at any time, upon a two-thirds majority vote, that, for any reason the Club should not continue in being, the Club shall dissolve and wind up its affairs. Club assets after payment of all debts, shall be given to such other Clubs or Associations having objectives similar to those stated in Clause 2, or such registered charity as a majority of Ordinary Members present at the dissolution meeting may decide.

13. **INTERPRETATION**

Unless otherwise indicated :-

- (a) The word Club shall mean the "Subaru Four Wheel Club of South Australia Incorporated".
- (b) The word Member shall include Ordinary Members, Associate Members, Life Members and Honorary Members of the Subaru Four Wheel Drive Club of South Australia Incorporated. (Amended, 3-7-87)
- (c) Words importing the Masculine Gender only shall also include the Female Gender.
- (d) Nominating, Moving, Seconding and Voting shall be by Ordinary or Life Members only.
- (e) The President shall be taken to mean the Vice President in the absence of the President, the Honorary Secretary shall be taken to mean Minutes Secretary in the absence of the Honorary Secretary. (3-5-91)

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SUBARU 4WD CLUB OF SOUTH AUSTRALIA (INC)

CLUB BY-LAWS

1. Conduct of members

A member contravening club by-laws or acceptable standards of conduct may be asked to leave-

- (a) a club meeting, by the President, or in his absence, the Vice President or the President's nominee
- (b) a club trip, by the Trip Leader.

Such incidents must be reported to the general committee.

2. Trip Leaders

The Trip Leader has absolute authority over the whole trip. (1-10-76)

3. Trip Complaints

Trip complaints should be made in the first instance to the trip leader in private. In the second instance refer to General Complaints (10-10-08)

4. General Complaints

General complaints should be made to the committee in writing. (10-10-08)

5. Convoy Procedure

On official club trips, standard club convoy procedure as published is to be followed, unless otherwise directed by the trip leader.

6. Trip Discipline

On official club trips, standard club trip discipline as published is to be followed, unless otherwise directed by the trip leader.

7. Club Responsibility

The club will not be held responsible for any damage, expense or inconvenience incurred by members while on club trips.

8. Firearms and Offensive Weapons

All Firearms and Offensive Weapons are banned from all club trips unless a written request from the trip leader advising of special circumstances is approved by the committee and responded to in writing prior to the trip commencing. Approval, if granted, will remain conditional upon all relevant State and Federal codes, regulations and legislation being adhered to and all trip participants advised at the earliest possible convenience. (Amended 05-12-08)

9. Litter

All rubbish carried into an area must be removed. (10-10-08)

10. Preceding vehicle during trips

Keep car behind in sight at all times. (1-10-76)

11. Fire Extinguishers

Every vehicle to carry a suitable fire extinguisher. (amended 10-10-08)

12. Fees for New Members

New Members fees to 31st December shall be full fees and from 1st January half fees. (Amended 10-10-08)

SUBARU 4WD CLUB OF SOUTH AUSTRALIA (INC.)

CLUB EQUIPMENT AVAILABLE FOR MEMBERS' USE

The following equipment is held by the club's Properties Officer and is available for club trips at the request of the trip leader and for the use of individual members if not booked for a club trip.

Please phone the properties officer in advance to book and arrange collection of the equipment. Note that club trips have priority.

Remember, it is better to have it and not need it than to be badly stuck somewhere without appropriate equipment.

Conditions of Use

Properties are loaned in good order and condition and must be returned in the same condition.

Any damage must be reported to the Properties Officer and no attempt made to repair any damage without notice to the Properties Officer (excluding emergency repairs).

Properties are to be picked up as shortly as possible before use and returned as soon as possible after use, within one week, unless prior arrangements have been made with the properties officer.

Members are advised to book the properties they require as early as possible.

Allocation of the properties shall be at the discretion of the Properties Officer.

Examples of Properties Available

(this list is subject to change without notice so please check with the Properties Officer)

| | |
|---|-----------------------------|
| First Aid Kit | BBQ & 9kg Gas Bottle |
| Banners, Flags & Sign | Blackboard |
| Cricket Bat & Stumps | Pin up boards |
| Direction Signs | 2 Trestle tables |
| Winch & Cable | Urn |
| Recovery Bag containing: | Tandy CB Radio |
| 20 metre winch strap or | Uniden CB Radio |
| 2 x 10m winch straps & a tree protector | 2 Hand Held UHF Radios |
| Snatchem Straps | HF Radio (license required) |
| 2 Bow Shackles | Compressor |
| Snatch Block | Witches Hats |
| Tyre Repair Kit | 2 Gazebo-style Shades |
| Manuals 1400, 1600/1800 | |

Members will be required to agree to the 'Conditions of Use' above and agree to be responsible for the properties taken until they are accepted on return.

The First Aid Kit requires replacement of any used items so that it always remains fully stocked.

SUBARU 4WD CLUB OF SOUTH AUSTRALIA (INC)

SUGGESTED SPARES & TOOL KIT FOR 4WD TRIPS

The following spares are a suggested basic list for use on 4WD trips away from easy mechanical assistance.

All cars should have a small tool kit plus items marked with an asterisk *.

All other items are “group” items for a long trip - there’s no point in having more tools and parts than you can use.

Tool Kit

- Manual (eg. Gregorys) including an electrical wiring diagram
- A sound general mechanical knowledge
- Socket set (8mm - 19mm) with extensions & universal joint
- Spark plug socket
- Ring spanners (8mm - 19mm, and specific sizes for your vehicle)
- Open ended spanners (8mm - 19mm, plus specific sizes for your vehicle)
- Nylon mallet - ball pein hammer
- Selection of screwdrivers (including long square shank screwdriver)
- Pliers - long nose, regular, & external circlip
- 6mm diameter long shank punch (for removal of DOJs on some Subarus)
- Diagonal cutters
- Multigrips
- Vice grips
- Chisel
- Sharp knife & scissors
- Test light
- Hack-saw blade & handle
- Emery paper (400 grade)
- Square & round files
- Electrical crimp pliers, crimps & connectors

* Torch

General

Ground sheet (to lie & work on)

* Fan belt/s

* Top & bottom radiator hoses

* 1 m of heater hose (usually 16mm)

Small paint brush and container (for cleaning parts & painting tyres when refitting)

Cable/rip ties (assorted, including long 300mm type)

Small lengths of vacuum / fuel hoses

Fuel filter

* Engine, gear oil

- * Transmission oil (auto + power steering)
- Brake fluid
- Assorted nuts & bolts (Metric)
- Assorted lengths of electrical cable (1mm - 4mm)
- Assorted electrical connectors
- * RP7 / CRC / WD40 (small)
- Silicone (black)
- Araldite (quick setting)
- Light twitching wire
- 2 large hose clamps (No. 3)
- Insulation tape
- * Fuses & globes
- Pen & paper
- Emergency windscreen (quality brand advisable)

Tuning

- Spark plug wire (same length as longest on engine - minimum)

Boot repairs

- CV / DOJ boots (at least one of each type)
- CV / DOJ Grease (500 gms)

Tyre Repairs / Inflation

- * Tyre pump/ air compressor
- 3 tyre levers (2 large & 1 small)
- Bead breaker
- Spare valve
- Tyre inner tube/s
- Tyre repair kit
- Soap (in spray bottle)

YOUR NOTES