**HBA Extractor Borrowing Rules**

* The Borrower must reserve the extractor in advance through the Admin
* The Admin will maintain a calendar of reservations
* From May 1 thru Sept.30
	+ The Borrower can borrow the extractor for a maximum of 4 days
	+ A reservation can be extended if no other members have a conflicting reservation
* Pick-up & Return will be at the HBA Apiary Equipment Shed unless other arrangements are made with the Admin
* The Borrower is required to return the extractor on the date specified with the Admin when the extractor is picked up
	+ A $5/day late charge will be assessed for every day past the return date agreed upon between the Borrower and Admin
* The Borrower is responsible for cleaning the extractor per the “best practices”\* (see below)
	+ A $25 cleaning charge will be assessed for not cleaning and the Borrower will not be allowed to borrow the extractor in the future
* The Borrower is responsible for repairing any damage incurred while using the extractor.
* As of 2023, the Admin is Allen Davis: email davis1413@hotmail.com or text at 804-687-2214.

**\*Extractor Cleaning (best practices from BeeKeepingTrove.com)**

* After extracting and assuming weather is permissible, put the extractor outside for the bees to clean.
* The same or following day you will notice that wax and propolis will remain inside of the extractor. This has to be thoroughly cleaned. Tilt your honey extractor on a steep angle so that any remaining residue will be directed to the honey gate. When the frame basket is removed for cleaning be mindful of the ball bearing in the bottom of the tank that the basket spins on. Losing or misaligning the ball bearing will cause the extractor to bind when trying to spin and could cause other parts to fail. Correctly close the valve and fill your extractor with cold or cool water, and then leave it for the night. Be sure never to use hot water, as your wax will melt, and it would be almost impossible to clean your extractor correctly.
* The following day, you have to empty your extractor and rinse it using some more cool or cold water. You can then take any type of clean towel (it has to be 100% clean) and completely mop up the dregs.