

Equipment Loan Form



Contact Information:

Today's date: _____

Name: _____

Institution: _____

Phone number: _____

Pickup date: _____ Pickup time: _____

Return date: _____ Return time: _____

Equipment Borrowed:

Kindle E-Book Reader (21-day loan)

Agreement:

BY AFFIXING MY SIGNATURE HERETO I AFFIRM:

- I am personally responsible for the items loaned to me by the Long Island Library Resources Council.
- I agree to return all equipment to the Long Island Library Resources Council in the same condition as said item was received. I understand that the equipment had been inspected and certified in good condition by the Long Island Library Resources Council staff.
- I understand that any damage to borrowed items beyond normal wear is my personal responsibility and that I agree to pay for any repairs to restore the equipment to usable condition.
- I understand that if the equipment borrowed is not returned or is beyond repair, I am personally responsible to pay the amount required to replace the equipment at the current price of the equipment.

Signature of responsible person: _____

Representing: _____

LILRC staff signature: _____

Form updated on 8/19/09