

EQUIPMENT LOAN FORM

I assume the responsibility for the following County Office of Education equipment:

\_\_\_\_\_
\_\_\_\_\_
\_\_\_\_\_
\_\_\_\_\_
\_\_\_\_\_

Purpose (not for personal use):

\_\_\_\_\_
\_\_\_\_\_
\_\_\_\_\_
\_\_\_\_\_
\_\_\_\_\_

I have contacted my homeowner's insurance carrier and have been assured that this equipment will be covered for loss or damage while it is under my control. If it is damaged, I will pay the cost of repairs.

I will return the above equipment to \_\_\_\_\_ no later than \_\_\_\_\_ (administrator/designee)

Signed \_\_\_\_\_

Date \_\_\_\_\_

Approved \_\_\_\_\_

Date \_\_\_\_\_