

Plain Local Tag No. \_\_\_\_\_

Serial Number \_\_\_\_\_



# Plain Local Schools Equipment Loan Form



\_\_\_\_\_ Laptop      \_\_\_\_\_ Power Supply      \_\_\_\_\_ Case      \_\_\_\_\_ iPad      \_\_\_\_\_ iPod Touch  
\_\_\_\_\_ Slate (Mobie, InterWrite Pad)      \_\_\_\_\_ Charger      \_\_\_\_\_ LiveScribe Pen  
\_\_\_\_\_ Projector      \_\_\_\_\_ Digital Camera      \_\_\_\_\_ Microphone      \_\_\_\_\_ Tripod      \_\_\_\_\_ Calculator  
\_\_\_\_\_ ChromeBook      \_\_\_\_\_ Other ( \_\_\_\_\_ )

**Use Agreement:** I understand that I am only to use the district software that is installed on school computers/laptops or other equipment. Software installs or downloads are PROHIBITED. I understand the equipment listed above is full and complete property of Plain Local Schools and that while it is in my possession I am fully responsible for its care and liable for any damages that may occur. I will be responsible for replacing or repairing any equipment that is stolen or damaged through accident, neglect, or an act of nature. I may not lend equipment in part or whole to anyone else while it is on loan to me. Failure to comply with the guidelines described may constitute forfeiture of further use of the equipment.

Borrower Name \_\_\_\_\_ (please print)

Borrower Signature \_\_\_\_\_ Date \_\_\_\_\_ (please sign)

Building \_\_\_\_\_