

Granite School District – Technology Equipment Checkout Form

Compliance Statement for Loan of Technology Equipment

Condition 1

Technology equipment can only be loaned during the days school is not in session and to employees of the Granite School District and/or those designated by the school principal *as adults directly affiliated with on-going school programs*. Such loaned equipment is to be kept in the possession of said designee and can be used only by said designee for assigned academic study/practice and not for private pursuits.

Condition 2

The designee (hereafter termed “borrower”) is totally liable for all lost and/or damaged technology equipment while in his/her possession; this also applies to the transporting of loaned equipment between the school and the home of the borrower.

Condition 3

District-owned technology equipment may be loaned only for the period designated on this form. This equipment must be returned on or before the assigned date.

Dated Loaned: _____ Date Due: _____ Date Returned: _____

Condition 4

Equipment identification requires the following information *before* the equipment can be loaned.

Item	Manufacturer	Serial Number	Fixed Asset No.

Condition 5

Borrower must supply the following information:

- A. Name: _____ Telephone Number: _____
- B. Permanent Address: _____
City: _____ ZIP Code: _____
- C. Granite District Assignment: _____ Location: _____
- D. Borrower must sign this form as designated, signifying his/her intent to conform to all “conditions” outlined above on this form.

Signature of Borrower: _____ Date: _____

Approved By: _____ Date: _____

Position of Approving Authority: _____