



Equipment Loan Form

Borrower Information

Name of Borrower: _____

Relationship to Florida Tech: Student Faculty Staff Other: _____

Contact E-mail: _____ Contact Ph. No.: (____) ____ - _____

Location(s) of Use: _____

Name of Project(s) (if Applicable): _____

Equipment Information

Equipment Description: _____

Model No. (if available): _____ Serial No. (if available): _____

Detachable Accessories (if any) (E.g. Battery, probes, leads, etc.) Include quantity:

Loan Duration:

Start Date: _____ End Date: _____

Terms of Loan

I agree to the safekeeping of the equipment detailed above and to return all items on the date specified.

I know how to use the equipment that I am borrowing in a safe manner.

Any loss or damage to the equipment may result in a claim for reimbursement of equipment value or any reasonable costs incurred.

Signatures

Check Out (Put printed name and signature)

Borrower: _____ Date: _____

HSDC Staff: _____ Date: _____

Check In (Put printed name and signature)

HSDC Staff: _____ Date: _____