



## FSU Science on the Move

# Equipment Loan Program: **Rights, Rules, Responsibilities**



I, \_\_\_\_\_ (“Borrower”), acknowledge that I have voluntarily chosen to participate in the Science on the Move equipment loan program and I am aware that the equipment loaned to me is provided “as is” and may be hazardous. I accept full responsibility for any and all personal injuries including death and property losses or damage in connection with the use of any equipment that was loaned to me, and indemnify Science on the Move, Florida State University, and associated personnel from all liability.

I understand that the equipment is my responsibility and I will be accountable for any loss or damage of the equipment while it is in my possession, whether the damage is done by myself or others, and I am expected to notify Science on the Move promptly if equipment is lost or damaged. I realize that borrowing privileges may be suspended at any time for reasons of misuse, damage or loss due to my negligence, late return, failure to reply to communications from Science on the Move in a timely manner, failure to report damage or loss, or for other reasons at the sole discretion of the director of Science on the Move (“Director”). I further agree to abide by all of the rules and regulations of Science on the Move and I am aware of the following policies:

- 1) The decision to honor equipment loan requests is at the sole discretion of the Director and is not guaranteed to any individual or any school. The entire equipment loan program may be discontinued at any time.
- 2) Teachers who have a longstanding history with the staff of Science on the Move, through either classroom visits and/or Motion, Forces, & Energy (MFE) workshops, will be given strong preference for equipment loans. With that caveat, equipment loans will be scheduled on a first come, first served basis.
- 3) Equipment may be borrowed for a **maximum of two weeks**, unless special arrangements are made and approved *before* the loan commences.
- 4) At least **one week notice** is required on all deliveries, and a pick-up date must be established upon delivery.
- 5) Teachers are expected to reply to communications from Science on the Move in a timely manner, especially regarding the scheduling of equipment returns.
- 6) Each teacher is only eligible for a maximum of **three loans per semester**.
- 7) Delivery and pick-up times are limited by the availability of Science on the Move staff and it is up to the Borrower to work within the current schedule.
- 8) It is understood that wear and tear is normal, but it is at the discretion of the Director to determine if equipment damage is due to the negligence of the Borrower. Regardless of cause, if equipment is damaged, it is the responsibility of the Borrower to notify Science on the Move personnel. *No repair work should be undertaken by the Borrower without prior approval from the Director.*

I realize that if I do not abide by the aforementioned policies, my privileges may be suspended indefinitely. I have carefully read this agreement and fully understand its contents. I am aware that this is a release of liability and a contract between myself and Science on the Move, and sign it of my own free will.

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Signature

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Date