



Agreement to Borrow and Return Branch Equipment

Equipment name (the Equipment)

Accessories

The rental period is
fromto.....and the cost will be
£

Borrower name.....

Borrower Address.....

.....Borrower phone no

I understand that

1. It is my responsibility to collect the Equipment and to return it to the same location at the end of my rental period.
2. I agree to return the Equipment toin the same condition as it was in on the day I rented it.
3. In the event that the Equipment is lost, damaged or destroyed during my rental period, I agree to replace the Equipment or compensate the same cost of the Equipment replacement or pay for the repair costs at my own expense.
4. Attached to this Loan Agreement is a detailed description of any existing flaws or damage to the equipment at the time of loan or if photographs then the position and type of flaw/damage to be noted on the reverse of the photograph(s). These are to be initialled and dated by the Borrower and the Group Leader.
5. The item(s) remains at all times the property of Spalding & District u3a (hereinafter called 'u3 Branch') and must be returned to the Group Leader if the Borrower ceases to be a member of the said u3a Branch.

Signed
Borrower

Signed
Group Leader

Attachment – photos of equipment and any flaws or damage