

**Wayland-Cohocton Central School  
Community Equipment Loan Form**

Person Responsible for Equipment:

Name: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Phone (Home): \_\_\_\_\_

Phone (Work): \_\_\_\_\_

Equipment Type: \_\_\_\_\_

Model: \_\_\_\_\_ Tag # \_\_\_\_\_

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

Date Taking Equipment: \_\_\_\_\_

Date Expected to Return Equipment: \_\_\_\_\_

Equipment loaned outside of school should be limited to not-for-profit organizations and local industry, not loaned to individuals in the community.

Please state in writing your purpose, goal, project, or research reasons with using this equipment.

I will personally be financially responsible for equipment replacement if broken, stolen or lost.

\_\_\_\_\_  
Signature of Person Taking Equipment

\_\_\_\_\_  
Date

Approved:

\_\_\_\_\_  
District Administrator

\_\_\_\_\_  
Date