

HAXTUN SCHOOLS EQUIPMENT SIGN-OUT SHEET

Community Use of School Equipment:

Equipment is not available for loan for the following purposes:

1. Personal or private use of any equipment for financial or personal gain.
2. Personal or private use of lawn care equipment (mowers, sprayers, trimmers, etc).
3. Personal or private use of vehicles (wagons, trucks, buses, etc).
4. Personal or private use of athletic equipment (pads, helmets, uniforms, balls, etc.).
5. Personal or private use of power lifts.

Date _____

Item of Equipment _____

Equipment taken from: _____

Name of Individual/Club/Organization _____

Date(s) Equipment is requested _____

Amount of deposit \$_____._____

I accept responsibility for repairing or replacing any equipment damaged or lost while it is in my or my organization's possession.

Borrowers Signature _____

OUT

Equipment signed out by following school personnel.

Name _____ Date _____

Approved by Building Principal _____ Date _____

IN

Equipment checked in and office notified by the following school personnel.

Name _____ Date _____

Adopted: February 4, 1985

Reviewed: August 16, 2016