

Wayne Central School District

6200 Ontario Center Road
Ontario Center, NY 14520
Phone: 315-524-2811

Loan Agreement for School-Owned Computer Equipment

Student's Name: _____

The above named student requests to borrow a school-owned computer equipment for the following reason:

The computer may be borrowed provided

1. A copy of this loan agreement is signed by a parent and returned to school to be kept on file.
2. Student and/or parent receives proper pre-instruction on use of the computer.
3. Parent agrees to return the computer when requested if the student does not use it or no longer requires it as part of his educational plan.
4. Parent understands that they are fully liable for damage or loss of the computer while in the student's care.

Date _____ Parent Signature _____

Address _____

Town _____ Zip _____

This form can be returned by the student to school or mailed to the following address:

Wayne HS, MS, Freewill, OE, OP

----- To Be Completed By Instructor -----

Equipment Barcode: _____ Serial Number: _____

Condition: _____ Case/ Power supply _____

Date of pre-instruction: _____

Date issued: ___/___/___ Instructor's Signature _____

Returned: ___/___/___