

USD 284 CHASE COUNTY, KS APPENDIX-E1

SCHOOL PERSONAL PROPERTY AND EQUIPMENT USE PERMIT

This permit authorizes use of the school equipment as listed. The person to whom this permit is issued and signs this agreement agrees to accept responsibility for care of the equipment, repair or replacement and compliance with school board policy **KGA**.

Person to Whom Issued: _____

Address: _____ Telephone _____ Email _____

Group or Organization Represented: _____ For Profit Use ____ yes ____ no

Equipment Needed: _____

Date(s) of Use: _____

Start Time: _____ End Time: _____

Insurance and/or Other Special District Requirements for Use: _____

USD Rental Charges: _____

Date and Amount Pre-Paid: _____

Principal / Supervisor's Approval: _____ Date: _____

Superintendent's Approval: _____ Date: _____

This form must be signed by the person to whom it is issued and presented to the person responsible for the equipment on the date(s) shown. Please read all the provisions and guidelines related to this agreement. I have read the Equipment Use Agreement and Guidelines and I agree that I will be responsible to see that there is full compliance with them.

- 1st copy: Requester's copy
- 2nd copy: Building Principal / Supervisor
- 3rd copy: District office

Signature: _____ Date _____