

# WICSD SUMMER COMPUTER LOAN AGREEMENT

## PURPOSE AND CERTIFICATION:

The Summer Computer Loan program has been established to aid staff members in their familiarization with the computers they will be using in their classrooms or workplace. Staff member agrees to take responsibility for reasonable care and safekeeping of the computer during the term of the loan. West Irondequoit Central School District retains liability for maintenance or loss of the computer due to theft or catastrophe except if caused by negligence or willful actions of the staff member. In the event of loss or damage, staff member agrees to cooperate fully with the District, its insurance agent and insurance carrier to provide complete information regarding the loss or damage. Staff member further agrees to refrain totally from using any software not provided in advance by the District and specifically listed below.

NAME: \_\_\_\_\_

HOME ADDRESS: \_\_\_\_\_

CITY, STATE, ZIP: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ DATE: \_\_\_\_\_

ALL ITEMS MUST BE RETURNED IN COMPLETE FORM AND WORKING

CONDITION BY: \_\_\_\_\_

<u>ITEM</u>	<u>MODEL</u>	<u>SN#</u>	<u>BOCES#</u>
COMPUTER	_____	_____	_____
MONITOR	_____	_____	_____
KEYBOARD	_____	_____	_____
PRINTER	_____	_____	_____
MODEM	_____	_____	_____
OTHER	_____	_____	_____
SFTWARE (UNINSTALLED)	_____		

SIGNATURE STAFF MEMBER \_\_\_\_\_ DATE \_\_\_\_\_

SIGNATURE WICSD  
REPRESENTATIVE \_\_\_\_\_