

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ ID# \_\_\_\_\_ Counselor: \_\_\_\_\_

Please Print

**TOWNSHIP HIGH SCHOOL DISTRICT 214  
INSTRUCTIONAL COMPUTING SERVICES EQUIPMENT/SOFTWARE LOAN AGREEMENT**

WHEELING HIGH SCHOOL hereby agrees to loan the following equipment, with the **replacement cost** of: **\$1000.00**

**Macintosh iBook Laptop Computer**

**The borrower agrees to abide by the following terms and conditions during the period of time the equipment is loaned:**

1. Borrower shall exercise reasonable care in the use of the item and preserve it in a careful and proper manner.
2. No maintenance service shall be provided or performed while the equipment is outside the high school building. **The computer and its settings are not to be changed or altered.** The borrower shall be responsible for damage determined by the school to have been caused by abnormal wear and tear of the equipment caused by the borrower through overt action and/or negligence. Charges will be made to the borrower for repair and restoration of the equipment at the prevailing rates for such damage. **Maintenance is not to be performed by the Borrower at any time.**
3. Borrower shall be responsible for the pick-up, transport, and return to the high school of said equipment at the specified time.
4. Borrower agrees that the loaned equipment will remain with the borrower and will not be loaned, assigned, transferred, sold, or otherwise disposed of during the period of this agreement.
5. Software is loaned to the borrower for personal use ONLY. No software is to be copied or distributed in violation of copyright law. As with equipment, software must be used with appropriate care to preserve its condition. Borrower will bear the cost of replacement for damaged software, to be determined by the high school, dependent on the nature of the particular software. **Adding/installing any software on the computer is prohibited.**
6. Title to the equipment shall remain with Township High School District 214 and nothing herein shall be construed as vesting in the Borrower any right of property. Borrower uses the equipment under shared ownership for the length of the loan.
7. The loans are on a first come, first serve basis, for one night (or weekend) only. The computer will be used for school related work. If a student is unable to return the computer before 7:25 AM, a parent or guardian is responsible for its return to the library. If the computer is not returned by 7:25 AM, a \$5.00 **per day** overdue fine is charged. The student must present their **School ID** at time of checkout and not have any overdue library materials or outstanding fines.
8. Failure to follow this agreement will result in the loss of computer checkout privileges.

Note: Internet can be accessed where wireless systems are available. Such access **is not** filtered. You may want to monitor your child's Internet use. Township District 214 cannot be held liable for Internet use outside the school buildings. **District 214 internet Access policy applies.** Initial on the right that you are aware of the unfiltered Internet availability and agree to abide by the District 214 internet Access policy.

Parent's initials

Student's initials

\_\_\_\_\_

\_\_\_\_\_

Parent Name (please print): \_\_\_\_\_ Address: \_\_\_\_\_ City: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Daytime Phone: \_\_\_\_\_ Date: \_\_\_\_\_

Approving staff member's signature: \_\_\_\_\_ Date: \_\_\_\_\_