



PUBLIC LIBRARY

Agreement to Borrow Equipment and Release of Liability

I, \_\_\_\_\_ am borrowing the following equipment from the Seguin Public Library:
(check all that apply)

Community Meeting Room
[ ] Smart Podium
[ ] Motorized screen
[ ] Ceiling Projector
[ ] HDMI cable
[ ] Microphone - Lapel
[ ] Microphone - Hand held

Conference Rooms
[ ] Smart TV, HDMI cable & Remote Control
[ ] HDMI switch
[ ] Adapter: Lightning to HDMI
[ ] Adapter: Mini displayport to HDMI
[ ] Adapter: VGA to HDMI
[ ] Mini Screen Beam
[ ] Apple TV

Study Rooms
[ ] ClubTalk (only for rooms 1C and 2B)
[ ] Dry erase kit

- I understand that it is my responsibility to pick up the equipment, and to return it to the same location at the end of my borrowing period unless otherwise agreed by both parties.
I agree to return the equipment to staff of the Seguin Public Library in the same condition that it was received in when I borrowed it.
I understand that I will be required to surrender a photo ID to use the equipment, and it will be returned to me upon completion of the meeting and confirmation that all equipment is present and in working order.
I understand that there is no charge for use of the equipment. However, in the event that the equipment is lost or destroyed while in my possession, I agree to cover any and all costs associated with the replacement of the lost/damaged equipment.
I understand it is my responsibility to review system requirements if I will be using Library equipment.
I understand that the Seguin Public Library is not warranting that the equipment is fit for use or for any particular person, and that I am solely responsible for the selection of the equipment.
I understand that the Library may provide limited assistance with equipment supplied.
I understand that borrowed equipment must be returned 15 minutes prior to closing.

Initials:

[ ]

I hereby release from liability and agree to indemnify and hold harmless the Seguin Public Library and/or the City of Seguin, and any of its employees for any liability in connection with the use or possession of the equipment. This release is for any and all liability for personal injuries and property losses or damage in connection with the possession or use of the equipment.

Signature

Print Name

Date

Parent or guardian consent required if applicant is under 18 years of age

Signature of Parent

Print Name

Date