

CHURCH
EQUIPMENT LOAN APPLICATION

Today's Date: _____

Name: _____

Address: _____

Organization Using Equipment: _____

Work Phone: _____ Home Phone: _____

Date equipment is to be picked up: _____

Date of event for which equipment is needed: _____

Date equipment is to be returned: _____

Location of event: _____

List equipment: _____

It is agreed and understood that any equipment loaned will be returned in as good condition as when received and that any damages will be the responsibility of the borrower who will pay for required repairs or replacement.

It is understood that said loaned equipment will be returned no later than borrower certifies by signing below that the equipment received is in good condition (any exceptions are to be noted and signed on reverse side of form).

Signed: _____ Date: _____

Equipment checked out by: _____ Date: _____

Equipment checked in by: _____ Date: _____

Approval Signature: _____ Date: _____