

Staff Member (Borrower):	
School/Division:	
Location:	
Equipment on Loan:	ZOLL Defibrillator (AED)
Period of Loan: Maximum Period is 3 weeks	From: To: Inclusive
Use/Area to be taken	

CONDITIONS:

The equipment shall remain the property of Campus Services.

The Equipment shall remain in the possession of the Borrower for the period of the loan as specified above and the Borrower agrees to exercise due diligence in protecting the property against theft, loss and damage.

The Borrower shall return the equipment to the Parking & Security Office at the end of the loan period in the same state and condition in which it was when it was received, normal wear and tear excepted.

I (the Borrower) agree to abide by the conditions outlined above.

Borrower's Signature:..... Date:.....

I authorise the use of this equipment at the requested location for the period stated. In the event of loss by theft or damage to the equipment I agree to be responsible for the cost of replacement or repairs.

Supervisor Signature:..... Date:.....

Hire Rate	Up to one (1) week	\$30	<input type="checkbox"/>
	More than one (1) week up to three (3) weeks maximum	\$50	<input type="checkbox"/>

Payment	
Campus Services will prepare a University Internal Transaction (General Use) –i.e. UTRAN for the above amount and submit to your department. Please nominate a person authorised to receive and approve a UTRAN for your department	
UTRAN Authorised Officer: Name	
Post the Form to:	Campus Services Private Bag 35 Hobart Tasmania 7001
Deliver to :	Campus Services Level 1, Corporate Services Building TT Flynn Street, Sandy Bay
Campus Services Contact	(03) 6226 2791