

Roslyn Public Schools

Parent/Student Computer Equipment Sign-out Form

This form assigns primary responsibility for Roslyn Public Schools equipment to the borrower. The borrower will be responsible for taking the necessary precautions to protect the equipment and to store it in a manner that provides adequate protection when it is not in use, thus not subjecting the equipment to possible theft or damage. If it is determined that loss or damage is a result of negligence, the borrower may be held financially responsible for the repair or replacement of the equipment.

RPS Inventory # _____	Service Tag/Serial # _____
Borrower Name _____	Title: <u>Student</u>
Item Description: <u>(1) Apple iPad 64 GB Wi-Fi device plus (1) Stylus (1) Otter box Case</u>	
Primary Location of Equipment While Signed Out: <u>In Borrower Possession (School/Home)</u>	

1. The borrower will be responsible for return of the equipment in like condition as received.
2. Students are not permitted to place any ornamental stickers on the iPads. Screensavers and desktops images are expected to display appropriate content.
3. Students must take responsibility for having their iPads prepared for class which includes a charged battery.
4. Equipment cannot be loaned or transferred to a third party.
5. The borrower cannot modify the equipment in any way without written approval of the district.
6. Students are not to lend their iPad to friends under any circumstances. No student may take another student's iPad. Students are not to touch, use or alter another person's iPad in any manner.
7. The borrower will make the equipment available at any time as requested by the district.
8. If loss or damage to the equipment/property occurs and determination is made that the loss or damage is a result of negligence, the borrower may be held financially responsible for the repair or replacement of the item(s). Reimbursement to the Roslyn Public Schools by the borrower who checked the equipment out should be at the fair market value of the equipment/property at the time of loss (\$750).

I have read the above information and agree to the terms and conditions herein contained.	
Date signed Out _____	Condition Given Out _____
Student Signature _____	Signature of Tech Staff _____
Parent Signature _____	Date _____
<u>Borrower Release of Responsibility</u>	
Date Returned _____	Condition Returned _____
Borrower Signature _____	Signature of Tech Staff _____