

EQUIPMENT USAGE AGREEMENT

THE ACCESS USER (IDENTIFIED BELOW) HAS INSPECTED THE EQUIPMENT LISTED ON THIS FORM AND HAS FOUND IT TO BE IN PROPER WORKING ORDER UNLESS EXPRESSLY NOTED ON THIS FORM.

THE ACCESS USER ASSUMES FULL RESPONSIBILITY FOR THE OPERATION AND USE OF THE EQUIPMENT AND CERTIFIES THAT HE/SHE IS THOROUGHLY FAMILIAR WITH THE PROPER OPERATION OF THE EQUIPMENT. THE ACCESS USER UNDERSTANDS THAT IMPROPER USE CAN RESULT IN INJURY AND/OR DAMAGE TO PROPERTY AND THE ACCESS USER TAKES FULL RESPONSIBILITY FOR THE PROPER AND SAFE USE OF THE EQUIPMENT WHILE UNDER THEIR CARE. THE ACCESS USER AGREES TO INDEMNIFY AND HOLD HARMLESS FOOTHILLS MEDIA NETWORK AS WELL AS ITS OFFICERS AND AGENTS FROM ANY INCIDENTS OCCURRING AS A RESULT OF HIS/HER USE OF THE EQUIPMENT.

IN RETURN FOR FREE USE OF THIS EQUIPMENT, THE ACCESS USER AGREES TO COMPLETELY REIMBURSE COMMUNITY MEDIA OF THE FOOTHILLS FOR THE COST OF ANY REPAIRS OR REPLACEMENT, INCLUDING CHARGES FOR PARTS AND LABOR, WHICH ARE NECESSITATED BY ANY DAMAGE TO OR LOSS OF THE EQUIPMENT OCCURRING DURING THE TIME IT IS THE POSSESSION OF THE ACCESS USER, IF, IN THE JUDGMENT OF COMMUNITY MEDIA OF THE FOOTHILLS, THE SAID DAMAGE IS DUE TO THE NEGLIGENCE ON PART OF THE ACCESS USER.

ADDITIONALLY, THE ACCESS USER AGREES TO COMPLETELY REIMBURSE COMMUNITY MEDIA OF THE FOOTHILLS FOR THE REASONABLE VALUE OR REPLACING THE EQUIPMENT IF IT IS LOST, STOLEN OR DAMAGED BEYOND REPAIR DURING THE TIME IT IS IN THE POSSESSION OF THE ACCESS USER.

THE ACCESS USER AGREES TO RETURN THE EQUIPMENT TO THE DESIGNATED FACILITY AT THE TIME AND DATE INDICATED ON THIS FORM. THE ACCESS USER UNDERSTANDS THAT FAILURE TO RETURN THE EQUIPMENT ON TIME IS CAUSE FOR REVOCATION OF EQUIPMENT CHECKOUT PRIVILEGES AND MAY RESULT IN MONETARY FINES.

THE EQUIPMENT WILL NOT BE USED FOR COMMERCIAL PURPOSES OR IN ANY WAY RESULT IN A PROFIT TO THE ACCESS USER. THE ACCESS USER AGREES NOT TO PRESENT HIMSELF/HERSELF AS AN EMPLOYEE OR REPRESENTATIVE OF COMMUNITY MEDIA OF THE FOOTHILLS, CITY OF MONROVIA OR KGEM.

THE ACCESS USER HAS READ, THOROUGHLY UNDERSTANDS AND AGREES TO COMPLY WITH COMMUNITY MEDIA OF THE FOOTHILLS EQUIPMENT USAGE AGREEMENT FORM AND COMMUNITY MEDIA OF THE FOOTHILLS COMMUNITY MEDIA CENTER POLICIES AND PROCEDURES.

The following "equipment" has been checked out:

- Camera: # _____ Batteries: # _____ # _____ # _____ Bag: # _____ Tripod: # _____
- Microphone(s): # _____ # _____ Headphones: # _____ Fishpole: # _____ XLR to 1/8" Cable
- Light Kit: (initial) _____ Flexfill: # _____ Mount: # _____
- SD Card(s): # _____
- Other items as listed: _____

The equipment is due on _____ / _____ / _____ Before _____ AM/PM

Signed: _____ Date: _____

Print Name of "Access User": _____

DL# _____ Emergency Phone number: _____

Staff Use Only

OUT BY: _____ IN: Date _____ Time: _____ By: _____