



## The Friends of Algonquin Park Group Education Program Equipment Loan Agreement Form

The individual who will be responsible for borrowed equipment from The Friends of Algonquin Park (hereafter referred to as the “borrower”) is:

Name: \_\_\_\_\_

Organization: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_

The following equipment will be borrowed, by the individual listed above, from The Friends of Algonquin Park for use during a Group Education Program on \_\_\_\_\_.

Faber Snowshoes

Bushnell Binoculars

### Terms and Conditions

1. The borrower will complete, sign, and date one copy of the *Equipment Loan Agreement Form*. This completed form must be returned to the Group Education Program Coordinator no less than 14 days prior to the Group Education Program(s) in question, or no equipment borrowing will be permitted.
2. Equipment will not be loaned to people who are not participating in Group Education Program(s).
3. The length of the loan is the duration of the naturalist-led Group Education Program where the equipment is required, as determined by the Group Education Program Coordinator.
4. The number of item(s) borrowed from The Friends of Algonquin Park will be determined by the number of participants and chaperones listed on the official *Booking Form* maintained by the Group Education Program Coordinator as per the information provided by the borrower.
5. The Friends of Algonquin Park will accept no liability for untrained use or inappropriate use of the equipment loaned to the borrower. It is the borrower's responsibility that sufficient training has been provided by The Friends of Algonquin Park employee for the knowledge, experience, and skill level of the participants and chaperones associated with the borrower's group.
6. The borrower will receive the loan of item(s), stated above, from The Friends of Algonquin Park in good operating condition. If the borrower's opinion is contrary to the previous statement, this issue must be resolved prior to the use of this equipment during a Group Education Program (e.g. faulty, inoperable, and/or missing equipment).
7. The borrower is responsible for the return of all items, in good operating condition, at the end of the Group Education Program in which the equipment was used.

8. Any or all damages and/or loss must be immediately reported to The Friends of Algonquin Park employee leading the Group Education Program at the conclusion of the program in which the equipment was used.
9. The borrower is liable for any/all misuse, breakages, failures, and/or loss of the equipment borrowed.
10. The borrower will be invoiced by The Friends of Algonquin Park for any repair or replacement cost(s) at the borrower's expense (including, but not limited to, repair costs and/or replacement costs [at suggested retail prices], shipping, applicable taxes, brokerage fees, etc.) that are required as determined by the Group Education Program Coordinator.
11. If the borrower fails to pay for repairs and/or replacement within a reasonable time, further recovery action will be taken by The Friends of Algonquin Park.
12. All decisions and/or opinions of the Group Education Program Coordinator, or designate, are final and not subject to appeal.

I have read, understand and accept, my obligations, detailed above, regarding the borrowing of equipment from The Friends of Algonquin Park.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**IMPORTANT:** Please fax your completed *Equipment Loan Agreement Form* to the Group Education Program Coordinator [Fax: (613) 637-2138], no later than 14 days prior to your Group Education Program.