

Trunk Policy

Trunk Contents:

(The contents of each trunk is listed in this section)

Policy

Please check off the items in the trunk and sign the bottom of the sheet showing that all of the items were there.

Look carefully at the price sheet included with each trunk. You are responsible for the replacement value of broken, lost, or damaged items. 15% will be added to the cost of the item for reordering and shipping.

You may check out the trunk for 2-4 weeks, depending on demand. Be sure to document your use of the trunk with the provided disposable camera and the camera log.

When the trunks are returned, the items will be checked off with you to ensure that everything has been returned in good order.

I have received the materials checked above and will return the items undamaged. If not, I will pay the replacement cost of the item(s).

Organization: _____

Address: _____

Phone: _____

Signature: _____