



Technology Equipment Loan Form

Device(s) on Loan			
Issued To:		Id #	
Type	<input type="checkbox"/> BSD Employee <input type="checkbox"/> BSD Substitute <input type="checkbox"/> BSD Student		
BSD Substitute	Subbing for: (Teacher's Name)		
Location:			
Device			Value:
Serial No:		Barcode:	Date Due
Device:			Value:
Serial No:		Barcode:	Date Due:
Device:			Value:
Serial No:		Barcode:	Due Date:

Terms: Staff/Student (borrower) assumes full responsibility for the devices listed above. Should the device become lost or stolen the borrower may be responsible for the replacement or cash value of the devices and they must notify the school/district immediately. Should the device become damaged either intentionally or due to negligence, the borrower may be subject to discipline or may be responsible for the cost of repair or replacement of the device. Refer to Policy 6800 Safety, Operations and Maintenance of School Property for specifics.

By signing this form, you confirm that you understand and agree to comply with this agreement.

User Signature:		Date:	
Name: (First Last)			
Parent/Guardian (for Students Only)			
Signature		Date:	
Name (First Last)			
Bellevue School District Issuer			
Staff Member		Date:	