



# Equipment Rental Form

## Small Business Resource Center

LOCATION: 402 STATE ST SKAGWAY, AK 99840

MAILING ADDRESS: PO BOX 1236 SKAGWAY, AK 99840

PHONE: 907.983.3414 ~ FAX: 907.983.3414 ~ EMAIL: DIRECTOR@SKAGWAYDEVELOPMENT.ORG

### Personal Information

Full Name:

Date(s):

Email:

Phone :

### Rental Period:

Start Date:

End Date:

### Equipment & Services Requested:

#### Projector Screen Rental

- Includes Projector, Screen, Stand & Cables.

\$25.00 per Hour:    \$75.00 per day:

Total Due for Rental: \$

#### Apple iPad

- Includes iPad, Case, & Charging Cables.

\$25.00 per Hour:    \$100.00 per day:

Total Due for Rental: \$

#### Cash Box

\$20.00 per Day:

Total Due for Rental: \$

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### Liability, Returns, and Payment Policies

#### 1. Liability:

- The renter is responsible for any damage, loss, or theft of the equipment during the rental period.
- Any damage or malfunction must be reported immediately to the Small Business Resource Center.
- The renter agrees to cover the cost of repair or replacement of the equipment if it is damaged or lost during the rental period.

#### 2. Returns:

- All rented equipment and materials must be returned in the same condition as when they were rented.
- Returns must be made by the end date specified in the rental agreement. Late returns may be subject to additional fees.
- Any missing or damaged items will be charged to the renter.

#### 3. Payment:

- Payment is due in full at the time of equipment check out or as otherwise agreed upon.
- We accept cash, credit card.

#### 4. Reservations:

- Reservations are not required but are strongly encouraged to ensure the availability of the desired equipment and services.
- Equipment and services are provided on a first-come, first-served basis.

Signature of Renter:

Date: