



UNIVERSITY OF GUAM

UNIBETSEDÅT GUAHAN



62<sup>ND</sup> STUDENT GOVERNMENT ASSOCIATION

Enrollment Management and Student Success

SGA LOAN OF PROPERTY FORM

Date: \_\_\_\_\_

Requesting Unit/Department/Student Organization:

Requestor's Name and Position:

\_\_\_\_\_

\_\_\_\_\_

Phone Number:

Purpose:

GoTritons/Triton Email Address:

Date(s) and time(s) to be used:

\_\_\_\_\_ Single-Day Use on \_\_\_\_/\_\_\_\_/\_\_\_\_ from \_\_\_\_:\_\_\_\_ AM / PM to \_\_\_\_:\_\_\_\_ AM / PM

\_\_\_\_\_ Multi-Day Use from \_\_\_\_/\_\_\_\_/\_\_\_\_ to \_\_\_\_/\_\_\_\_/\_\_\_\_ from \_\_\_\_:\_\_\_\_ AM / PM to \_\_\_\_:\_\_\_\_ AM / PM

Schedule of Equipment: Please check mark (✓) and indicate quantity of equipment requested.

Table with 2 columns: Equipment, Quantity Requested. Rows include Folding Chairs, Folding 6 ft. Tables, Ice Chest, Speakers and Speaker Stands, Long Extension Cord, Pop-up Canopy, and Screen Projector and HDMI Cable.

Total # of items borrowed: \_\_\_\_\_

Terms and Conditions:

- 1. Any damage done to, or the loss of loaned property is the responsibility of the requesting individual(s) and replacement costs will be demanded immediately.
2. The loaned property is to be used only for the purpose listed above.
3. The requesting individual agrees to indemnify and hold harmless the University of Guam and officers and employees from any claims, damage, liability, injury, expense or loss, including defense costs and attorney's fees, arising out of the requesting individual(s) performance under this agreement.
5. If these conditions are not followed, this authorization will be immediately revoked.

By signing below, I acknowledge that I have read and understood the terms and conditions given by the Student Government Association.

Print Requestor's Name

Signature

Date

Items Released by: \_\_\_\_\_

(Print & Sign)

Date

Items Returned by: \_\_\_\_\_ (Print & Sign) Date
Items Received by: \_\_\_\_\_ (Print & Sign) Date

T: 671.735.2222 E: uog.sga@triton.uog.edu W: www.uog.edu/student-services/student-government/
Mailing Address: 303 University Drive UOG Station Mangilao, Guam 96923

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