

REQUEST TO USE DISTRICT EQUIPMENT FORM

WHITEHALL SCHOOL DISTRICT 4-47-2, WHITEHALL, MT. 59759

373 School District Equipment

Equipment of the district is purchased and maintained for the benefit of the educational programs of the district and the trustees do not encourage loaning or outside use of district equipment.

Any district equipment to be borrowed must be approved by the Superintendent and checked out on the appropriate district form. **The borrower assumes total responsibility for replacement or repair of any damaged or non-returned items.**

Requested By: _____ Date of Request: _____ Phone Number: _____

Description of request: _____

Type of Equipment: _____ Quantity Borrowed: _____

Date of Pick Up: _____ [OUT] Date of Return: _____ [IN]

Superintendent approval: _____

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