



Pajaro Valley Unified School District

Technology Services

School Site Technology Loan Agreement

The Pajaro Valley Unified School District (PVUSD) loans computers and technical items to its employees for a variety of work-related reasons. All technology that is loaned to PVUSD employees is designed to increase the technical abilities of the employee and/or to assist with work-related activities.

The person to whom this technology is loaned (hereinafter referred to as Borrower) agrees to the following:

- Will not hold the site and/or district responsible for any use of the loaned technology and any harm incurred by its use
- If the borrowed equipment is lost, stolen or damaged when the technology is not in a school district owned building the borrower's personal insurance will be considered as primary to cover the replacement cost (to present-day district standards) of the loaned technology.
- Return the loaned item(s) within 24 hours of a written request by the School Site Administrator and/or Technology Director or designee
- To take great care in preserving the equipment in good condition and will report in writing to the School Site Administrator any damage to said equipment within one working day of the damaging event. Borrower shall not attempt to make any hardware repairs without the express permission of the Technology Director
- The term for this loan is _____ and all loaned equipment must be returned at the end of this term, however the school site or PVUSD may require the return of this equipment at any time during the loan or may extend this loan at the discretion of the School Site Administrator and/or Technology Director
- This equipment is intended for the sole use by the borrower and his/her students when appropriate, and may be used in other PVUSD site locations if necessary but the primary locations will be the borrower's home residence and/or school site.
- Inspect all equipment before delivery by PVUSD and shall notify the School Site Administrator and/or Technology Director of any defects or other objections to the equipment. If borrower accepts delivery of the equipment, the borrower is conclusively presumed to have accepted the equipment in good condition and repair
- The title to the loaned equipment shall at all times remain in the name of PVUSD
- This agreement shall be governed by and construed under the laws of the State of California

Borrower:

Full Name	Signature	Date

Items Loaned to above person by School Site: _____

Manufacturer	Model/Description	Serial Number	District ID	Replacement Value	Initials
				\$	
				\$	