

Olds and District Municipal Library

Equipment Rental Agreement

- a. Portable equipment will be rented out to patrons for the fees outlined below. All fees must be paid at the time of pickup and charges will only be incurred on days the library is open.

Item	Rental Fee	Replacement Cost
Epson PowerLite Projector	\$50.00/day	\$410.00
Projector Screen	\$25.00/day	\$150.00
eBeam Smart Board Device	\$50.00/day	\$1000.00
Popcorn Machine	\$50.00/day	\$500.00
K8 Speaker and Mic	\$50.00/day	\$1200.00

- b. All patrons wishing to rent equipment must have the equipment back by noon the following day the library is open.
- c. There is no charge for using the equipment on library premises.
- d. Renter agrees to pay the replacement fee listed above for the equipment. A credit card must be provided at the time of pickup as a deposit security. If a credit card is not available, half the replacement cost in cash must be provided.
- e. If the renter fails to bring the equipment back on the last day of rental agreement they will be charged for additional days rented. Renters will not be charged for days the library is closed.

Equipment being rented:			
Pickup Date:	Drop-off Date:	Rental Fee:	Replacement cost:
Renter Info			
Name:		Phone:	
Address:			
Security Deposit Info:			
Card Type:		Card Number;	
SVC:		Expiry:	

*Renter agrees to the above rental agreement, fees, and replacement costs if equipment is returned damaged.

Renter's Signature

Staff Signature

Date