

# Statement of Responsibility for Use of Equipment from the College of Built Environments Student Equipment Loaner Program

Name: \_\_\_\_\_

UW Student ID #: \_\_\_\_\_ Email: \_\_\_\_\_

Phone: \_\_\_\_\_ Photo ID # \_\_\_\_\_

Address: \_\_\_\_\_

Department (circle at least one...):      Arch.      Const. Mgmt.      Landscape Arch.      UDP      BE

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## Responsibility:

1. I understand that I am responsible for any equipment checked out to me from this program, and I agree to take all reasonable precautions to protect it. I will not allow others to use the equipment and understand that if I do, I will be held liable for any loss, damage, or criminal acts that may occur.
2. I agree that I will be financially responsible for repair or replacement of this equipment due to any loss or damage while it is checked out to me. I have read and understood the responsibilities, guidelines, and replacement costs on the web pages:

<http://www.be.washington.edu/Resources/Computing/LoanerProgram/loaner-program-respons.php>  
<http://www.be.washington.edu/Resources/Computing/LoanerProgram/loaner-program-replacement.php>

I also understand that if I do not make arrangements with the University of Washington College of Built Environments to pay such charges, it may affect my ability to register for classes at the University of Washington or receive my diploma and transcripts, **and be referred for collection.**

3. I understand that if any equipment I have checked out is stolen or I suspect it is stolen, I must notify the library unit from which it is checked out (Built Environments Library, 206-543-4067) and file a theft report with the University of Washington Police (9-911 on campus, 206-543-9331 off campus) immediately.
4. I agree to return any equipment I have checked out at or before the day and time at which it is due. I understand that **equipment may be returned ONLY during regular library hours** (see <http://lib.washington.edu/about/hours/aup.html> for current library hours). I understand that if I fail to return equipment on time, I may be removed permanently from the list of eligible borrowers.

## Use Guidelines:

1. I agree to adhere to the terms and conditions outlined in licensing agreements including licensing restrictions, copyright restrictions, and transfer restrictions. For example, I may not copy software for personal use.
2. I agree to adhere to acceptable use policies for uniform access computing as outlined by the University of Washington.

## Liability:

1. I understand that the **College of Built Environments is not responsible for loss of data** or other damage to files that may occur due to use of the computer.
2. I also understand that all data will be deleted from this computer upon its return and that if I want to save my work, I must **back up my files to my own media.**
3. I understand that **this agreement must be renewed each academic year, and for summer quarter.**
4. I am **currently a major or graduate student in one of the Departments of the College of Built Environments** at the University of Washington.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Staff Signature

**Submit this form in person to the BE Library (Gould 334) during regular library hours. Be sure to BRING YOUR STUDENT ID AND A PHOTO ID WITH YOU when you submit the form. If the BE Library can verify your status, you may check out equipment immediately. If other verification is required, this may need to be worked out with the Dean's office, and may delay equipment checkout for one or two business days.** (statement-of-responsibility.pdf, 10/15/09)