

EL LAPTOP LENDING FORM – FOR STUDENTS

Please read and sign this form, which will act as the laptop lending agreement form between yourself, the instructor for your current experiential learning course, and the UTSC Library.

As a borrower of a laptop, you will be responsible for any damage to the laptop or for its loss. For your own security, please do not under any circumstances leave a laptop unattended. The replacement charge for a laptop is up to \$1,500. Charges for missing laptop accessories also apply - \$50 for a power cord or AC adapter. A repair fee will be levied for damaged laptops. Any laptop equipment malfunctions should be reported immediately to Library staff.

Laptops will be signed out together with a power cord. Borrowers are encouraged to use the power cord as the library does not guarantee that there will be power in the battery at the time of lending.

Save your documents and files to a USB key or to the cloud. Once you return the laptop to the library, any remaining files will be automatically deleted and cannot be recovered.

Date

Name

Signature