

STEM Equipment Request Form

Adult Volunteer/Troop Leader: Click or tap here to enter text.	Request Date: Click or tap to enter a date.
Email: Click or tap here to enter text.	Phone #: Click or tap here to enter text.
Date Items Needed: Click or tap to enter a date. (subject to availability)	Person picking-up: Click or tap here to enter text. (if different from borrower)
Purpose of request:	

This form assigns primary responsibility for STEM Girl Scouts equipment/materials to the responsible party. You are liable for taking the necessary precautions to protect the equipment and to store it in a manner that provides adequate protection when it is not in use. Also, equipment is to be returned in the same condition as it was received, should never be loaned out to a third party, and needs to be returned by the due date. If it is determined that loss or damage is a result of negligence, **the adult may lose check-out privileges and will lose their deposit.**

click box to agree with terms

<u>Item(s) requested:</u>	<u>Quantity</u>

For STEM Coordinator Only:	
Approved:	<input type="checkbox"/>
Not Approved:	<input type="checkbox"/>
Due Date:	Click or tap to enter a date.
Date Returned:	Click or tap to enter a date.
Notes:	