

Equipment Reservation & Rental Contract

Valparaiso Union Outdoor Recreation Center

Reservation/Rental Info
Pick-up Date/Time _____
Return Date/Time _____

Name _____

Campus/Local Address _____

Telephone Number _____ VU ID# _____

Items Reserved/Rented

Item	Equip ID #	Quantity	Rental Period	Rental Rate	Total Cost	Replace Cost

Total Deposit + **Total Rental Fee** = **Total Amount Paid**

<p align="center">Bicycle Check Out & Check In</p> <p align="center"><i>place a check in the space as items are checked</i></p> <p>_____ Brakes _____</p> <p>_____ Tire Air Pressure _____</p> <p>_____ Shifting Mechanism _____</p> <p>_____ Bicycle Lock _____</p> <p>_____ Helmet (optional) _____</p>	<p align="center"><u>Camping Tent Parts List</u></p> <p>1 Tent</p> <p>1 Tent Bag</p> <p>2 Tent Poles</p> <p>1 Pole Bag</p> <p>1 Rain Fly</p> <p>1 Fly Pole</p> <p>14 Stakes</p> <p>1 Stake Bag</p> <p>1 Gear Loft</p> <p>1 Divider Curtain</p>
<p align="center">Miscellaneous Check Out & Check In</p> <p align="center"><i>Place a check in the space as items are checked</i></p> <p>_____ () _____</p> <p>_____ () _____</p> <p>_____ () _____</p> <p>_____ () _____</p>	<p>*Deposit may be held on some items until a full check-in can be completed.</p>

Liability Waiver

I, the undersigned, am fully aware of the risks associated with operating or using the equipment I have rented. At the time of rental, all equipment was in safe and working order. I inspected the equipment before I rented it. I understand that Valparaiso University, the Valparaiso Union and their respective, employees and agents are not responsible for any injury that results from the use or misuse of this equipment. I agree to indemnify and hold harmless Valparaiso University, Valparaiso Union and their respective employees and agents from all claims arising from my rental of the equipment and the use of it. I understand that I am responsible for the repair or replacement cost of the equipment if it is lost, damaged or stolen. I understand that the deposit will be returned if, and only if, upon return, the above equipment is clean and in the same condition it was in at the time of check out. Furthermore, I understand that I will be charged the daily rental fee for each day beyond the checkout period agreed upon by this contract.

At Check-Out

Signature of Customer _____	Date _____
Signature of Attendant _____	Date _____

At Check-In

Signature of Attendant _____	Date _____
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Return Policy- Even though equipment may be returned early, **NO** refunds will be given due to the limited equipment and high numbers of reservations.