

## Margaretville Central School Electronic Device Loan Procedure

Many electronic devices are essential tools for use in classes and/or school activities. Margaretville Central School has certain electronic devices available for student use in classrooms and at home. In order to borrow one of these devices, please read the procedure below and sign to indicate you agree to all terms.

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Margaretville Central School has Electronic Devices available for students to borrow for required courses/activities. These devices are expensive and the STUDENT is responsible for the care of the device throughout the loan period. If the student fails to return the device at the end of the loan period, the device does not work, or there is damage to the device, the student is responsible for either (a) replacing the device with a NEW device of the same model or equivalent model as determined by Margaretville Central School; or (b) providing the school district with the appropriate monetary amount as determined by Margaretville Central School to replace the device.

Students who borrow electronic devices are responsible for providing batteries, if required, throughout the loan period. Students MUST turn in devices with working batteries at the end of the loan period.

I have read the Margaretville Central School Electronic Device Loan Procedure and agree to all terms and requirements.

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Parent/Guardian Signature

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Date

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Student Signature

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Date

Margaretville Central School Use Only

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Student Name (Print)

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\*Estimated Cost

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Electronic Device

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Date Loaned

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Serial Number

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Date To Be Returned

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MCS Asset Tag if applicable

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Approver Signature/Date

\*Cost is estimated and may be updated at any time by Margaretville Central School to meet replacement costs.