

**Outdoor Equipment: Rental Request Form**

**\*\*\*TENTS on GALLAUDET CAMPUS NOT PERMITTED at any time\*\*\***

**Print Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Student ID#:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Address(Your home address if not a student):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Phone (TEXT) # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Email Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Quantity****(#)** | **Equipment****(retail value)** |  **Student** **Rental Fee****Wkend (3 nights) + add Day** |  **Fac/staff** **Rental Fee****Wkend (3 nights) + add Day** | **Total** |
|  | **3 Person Ten ($50) (Max: 2)** |  **$10 / $5** |  **$15 / $5** |  |
|  | **4 Person Tent ($75) (Max:2)** |  **$10 / $5** |  **$15 / $5** |  |
|  | **8 Person Tent ($150) (max:1)** |  **$15 / $5** |  **$20 / $5** |  |
|  | **5-7 Person Tent ($140) (max:1)** |  **$15 / $5** |  **$20 / $5** |  |
|  | **12 Person Tent ($200)(max:1)** |  **$15 / $5** |  **$25 / $5** |  |
|  | **Coleman Lantern (20) (max: 2) \*BYO Batteries(3-”D”)** |  **$5 / $2** |  **$5 / $3** |  |
|  | **Cooler ($40) (max:2)** |  **$5 / $2** |  **$5 / $3** |  |
|  | **Camping chair ($15) (max:12)** |  **$5 / $2** |  **$10 / $3** |  |
|  | **Foam Sleeping Pad($25) (max:3)** |  **$5/ $3** |  **$10 / $5** |  |
|  | **Stove** |  **$10 / $5** |  **$20 / $5** |  |

**Payment - Cash or credit card**

 **SUBTOTAL: \_\_\_\_\_\_\_\_\_\_\_\_**

 **Refundable upon condition of items. DEPOSIT: $30.00- Cash only**

**TOTAL DUE: \_\_\_\_\_\_\_\_\_\_\_\_**

**Date Requieted: \_\_\_\_/\_\_\_/\_\_\_\_Return Date: \_\_\_/\_\_\_\_\_\_/\_\_\_\_\_\_\_ (Must be back by Noon on Monday unless additional days requested) # Additional Day(s) Requested \_\_\_\_\_\_\_\_**

**Signature of Requestor:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ CAStaff\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date:\_\_\_\_\_\_\_update 8/5/19**



 **Outdoor Equipment**

**Request Approved By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Stock #** | **Equipment Available for Rental** | **Return Date:** | **Returned Condition** | **CA STAFF** |
|  | 3 Person Tent |  | Clean / NO IssuesMissing Damaged |  |
|  | 4 person Tent |  | Clean / NO IssuesMissing Damaged |  |
|  | 8 Person Tent |  | Clean / NO IssuesMissing Damaged |  |
|  | 5-7 Person Tent |  | Clean / NO IssuesMissing Damaged |  |
|  | 12 Person Tent |  | Clean / NO IssuesMissing Damaged |  |
|  | Coleman Lantern |  | Clean / NO IssuesMissing Damaged |  |
|  | Cooler |  | Clean / NO IssuesMissing Damaged |  |
|  | Camping Chair |  | Clean / NO IssuesMissing Damaged |  |
|  | Foam Sleeping Pad |  | Clean / NO IssuesMissing Damaged |  |
|  | Stove |  | Clean / NO IssuesMissing Damaged |  |



Picked up by:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(CA staff):\_\_\_\_\_\_\_\_\_\_\_\_\_

Returned by:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(CA staff):\_\_\_\_\_\_\_\_\_\_\_\_\_

Rental/Deposit Received: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_ by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(CA staff)

Deposit Refunded: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(CA staff)

**ACKNOWLEDGMENT AGREEMENT**

**DUE DATES AND LATE FEES**

All equipment are due on the date specified on the Rental Agreement Form, and must be checked into Campus Activities office in Student Academic Center #1000 by 12:00 p.m. on the due date. An immediate fee of $10 will be charged upon the late return of any gear. A $1 per day fee will accrue for each additional day the gear is returned late. (Ex. The item was due Monday but was returned Wednesday. The fee would be $12). (Requestor’s initials\_\_\_\_\_\_\_\_

**DAMAGED/LOST EQUIPMENT**

If any part of the equipment is damaged, lost, and/or rendered permanently unusable, the charge will be equivalent to the replacement value of the entire, plus loss of the $30.00 deposit. (Requestor's initials\_\_\_\_\_\_\_\_\_\_

**CLEANING**

Renters who return excessively dirty or we equipment will lose their $30.00 deposit and pay a nominal cleaning fee of $5 or more (varies based on what needs to be done). Renters are required to return the tent(s) and all equipment clean and dried (Requestor's initials)\_\_\_\_\_\_\_\_\_\_\_\_\_

**RELEASE OF CLAIMS**

In consideration for using Gallaudet University’s equipment, I understand that the use of recreational, outdoor rental equipment involves risk, including the risk of injuries, illnesses, and even death. I also understand and cannot camp on gallaudet University’s campus. I assume these risks and release any claims that I may have against Gallaudet University, its trustees, employees, students, and agents for any injuries or illnesses that I may suffer as a result of using gallaudet University's recreational equipment, including any claims that may heiers may have in the case of my death (Requestor’s initials) \_\_\_\_\_\_\_\_\_\_



If any of the equipment is lost or damaged, I agree to pay the cost of repairing or replacing the equipment. In addition, I agree to pay the cost of additional cleaning and drying if, when I return the equipment, it is excessively dirty or we. And I agree to pay the late fees if I return the equipment after the scheduled return date and time.

Additionally, I have read and understand the contents of this document, voluntarily sign the Outdoor Equipment Rental Agreement, and accept full responsibility for the rental equipment while it is checked out in my name.

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Updated as July 25, 2019