



# BAKERSFIELD CITY SCHOOL DISTRICT

EDUCATION CENTER – 1300 BAKER ST. BAKERSFIELD, CA 93305

## Department of Stores and Purchasing

### Computer Loan Agreement

This agreement, made and entered on this day, \_\_\_\_\_ by and between the employee(s) named below, herein called “Employee” and the Bakersfield City School District, herein called “District”.

#### WITNESSETH

Employee is permitted to take from the school site a school district computer and appropriate software to their home.

The following hardware will be on loan:

Hardware (Describe)	Property Number

The Employee shall assume liability for damage, theft, or loss to the school district computer and software while it is in their possession and use. The Employee’s homeowner’s insurance shall be liable for any damage, theft, loss, or repair to the items in their possession.

The Employee is permitted to use the district owned computer beginning

\_\_\_\_\_ through June 30, \_\_\_\_\_. This form is to be completed each school year.  
(Month/Day/Year) (Year)

#### **Employee**

Name (print): \_\_\_\_\_ Phone#: \_\_\_\_\_

Address: \_\_\_\_\_ Signature: \_\_\_\_\_

#### **Department Head/Principal**

Name (print): \_\_\_\_\_ Site: \_\_\_\_\_

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