



LAPTOP LOAN AGREEMENT

OWNER: Texas College
2404 North Grand Ave.
Tyler, TX 75702

Shipping Address: Texas College
Office of Business and Finance
2404 N Grand Ave
Tyler, TX 75702

STUDENT: _____ ID Number: _____
Address: _____

Email: _____ Phone: _____

Term: _____

LOAN TERMS AND CONDITIONS

The student agrees to have his account charged an initial deposit fee of \$250.00 for use of laptop.

The student shall keep and maintain the loaned laptop during the terms of the loan at his own cost and expense. He shall keep the laptop in a good state of repair, normal wear and tear excepted.

The student shall forfeit initial deposit fee of \$250.00 to Texas College as full compensation for replacement and/or repair of any laptop which is not returned because it is lost or stolen or any laptop which is damaged and in need of repair to put it into the same condition it was in at the time of loan, normal wear and tear excepted.

The laptop shall be provided to the student and returned to Texas College. If the laptop is not returned during or at the end of the semester/term (Date _____) then the initial deposit fee of \$250.00 shall remain on the student's account.

No allowance will be made for any loaned laptop or portion thereof which is claimed not to have been used. Acceptance of returned laptop by Texas College does not constitute a waiver of any of the rights Texas College has under the loan agreement.

Texas College makes no warranty of any kind regarding the loaned laptop except that the College shall replace the laptop with identical or similar equipment if the equipment fails to operate in accordance with the manufacturer's specifications and operation instructions. Such replacement shall be made as soon as practicable after the student returns the non-conforming equipment.

The student holds Texas College harmless for all injuries or damage of any kind for all consequential and special damages for any claimed breach of warranty.

SIGNATURE

DATE

Your electronic signature is considered an official signature and authenticates your acknowledgement and submission of this form and all of the aforementioned terms. In doing so, you are responsible for fulfilling the obligations and requirements referenced in the above agreement.

**Once you have complete the Laptop Loan Agreement form, click "SUBMIT."
You are encouraged to save a copy of this document for your records.**

Should you have any questions or concerns, please contact the Office of Business and Finance at (903) 593-8311, ext. 2200 or businessoffice@texascollge.edu.

LAPTOP LOANED (Business Office Use Only)

ITEM	SERIAL NUMBER	DESCRIPTION	TAG NUMBER
1.			

Rev b