Republic of the Philippine
Department of Education
NEGROS ISLAND REGION
SCHOOLS DIVISION OF CANLAON CITY
Mabigo, Canlaon City, Negros Oriental

AGREEMENT TO BORROW DCP IT EQUIPMENT AND RELEASE OF LIABILITY

I, _____ borrowing the item describe below, an IT equipment from the _____.

Item Type: _____,
Brand: _____,
Model: _____,
Serial Number: _____,

I understand that it is my responsibility to return the borrowed *item/s* under the DepEd Computerization Program (DCP) to the same location/ station at the end of the borrowing period unless otherwise agreed by both parties. I agree to return the equipment to the School IT Officer and property custodian of the _____in the same condition that it was received.

I understand that I will be required to surrender a Photocopy of my Government ID to use the IT equipment, and it will be returned to me upon completion and confirmation that all equipment is present and in working order.

I understand that there is no charge for use of the IT equipment. However, in the event that the equipment is lost or destroyed while in my possession, I agree to cover any and all costs associated with the replacement of the lost/damaged equipment.

I understand that the _____ is not warranting that the equipment is fit for use or for any particular person, and that I am solely responsible for the selection of the equipment. I understand that the School may provide limited assistance with equipment supplied.

I HEREBY RELEASE FROM LIABILITY AND AGREE TO INDEMNIFY AND HOLD HARMLESS THE _____ ,AND ANY OF ITS SCHOOL ITO AND PROPERTY CUSTODIAN FOR ANY LIABILITY IN CONNECTION WITH THE USE OR POSSESSION OF THE IT EQUIPMENT. THIS RELEASE IS FOR ANY AND ALL LIABILITY FOR PERSONAL INJURIES AND PROPERTY LOSSES OR DAMAGE IN CONNECTION WITH THE POSSESSION OR USE OF THE IT EQUIPMENT.

Signature over printed name: _____

Date: _____