

TRAVELING SUITCASE LENDING AGREEMENT

You may borrow one suitcase at a time for up to three weeks including shipping time. You may renew the suitcase once if there are no other reservations for the suitcase. While suitcases are provided without charge, you or your institution will be responsible for the cost of return shipping.

In order to become a borrower, please fill out this form and send it, before or with your first order, via email (outreach@latam.ufl.edu). For future orders, we require only that you notify us of any changes of address, telephone, or supervisor.

NAME: _____ TITLE: _____

WORK PHONE: _____ PERSONAL PHONE: _____

WORK EMAIL: _____

SCHOOL or INSTITUTION: _____

ADDRESS (Street): _____

CITY: _____ STATE: _____ ZIP CODE: _____

NAME of PRINCIPAL/SUPERVISOR: _____

WORK PHONE: _____ EMAIL: _____

AGREEMENT

I, _____, agree to return all items borrowed from the Center for Latin American Studies Outreach Program in the same condition as I borrowed them and by the date specified to me. I agree to return all items in their original bags and, if applicable, protective wrapping and securely packaged in the suitcase. **If an item is damaged or lost, I agree to pay the Center for Latin American Studies for its repair or replacement.**

Signature

Date

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