

## Avon Grove School District Technology Sign-Out

I, (name) \_\_\_\_\_, accept full responsibility for the computer/technology components listed below and will return all components in the same working condition in which they were received. I understand that failure to return the computer as required herein will jeopardize and possibly terminate my privilege to sign out computers from the Avon Grove School District (AGSD) in the future.

I understand that the AGSD insurance does not cover the equipment for theft or damage while off of school premises, and that my homeowner's insurance may not cover such losses. In the event the computer is damaged or stolen while in my possession off of school premises, I agree that I will have sole responsibility for the repair or replacement of the computer at my own expense. I will promptly notify the building principal and report any such damage or loss regarding the computer.

I understand that I have been issued this computer as a part of my educational responsibilities and it shall only be used for educational use and is to be used only by me in compliance with Board Policy #241/341/441 Acceptable Use Policy.

I have read and understand Board Policies #706 Property Records and #708 Lending of School Owned Equipment and Books.

I am taking possession of computer with asset tag(s): \_\_\_\_\_  
\_\_\_\_\_, which is/are valued at approximately \$ \_\_\_\_\_ (\$1250.00 per laptop computer) on (date) \_\_\_\_\_ and will return the computer to the building technology specialist in the same working condition in which it was received, no later than two weeks prior to the first teacher workday of the new school year.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Authorized by  
(Building Administration or Supervisor)

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Room #

\_\_\_\_\_  
Home Phone #

\_\_\_\_\_  
Cell Phone #