Equipment Borrowing Agreement

Laptops, MacBooks, and iPads are available for checkout to University of Wyoming students and employees. Borrowers may use one piece of equipment at a time.

Laptops and MacBooks must remain in the Coe Library building. All equipment must be returned to the Help Desk by the due date.

- 🖥 Laptops and MacBooks – due by **Coe Library closing** the day checked out

- 🖐 iPads – due **3 weeks** after checked out, can renew once

All data and personal information is DELETED when equipment is returned. Save needed files to an alternate storage location.

- 🖥 Laptops and MacBooks – UW Student storage, removable storage

- 🖐 iPads – Personal Apple account

Technical assistance is provided by IT:

All devices connect to the UW wireless network when on campus. iPads require access to an alternative wireless network when off campus.

- 🖥 Contact a Lab Assistant in the Coe Library Computer Lab

- 🖐 Or the IT Help Desk at 766-4357 or asu-it@uwyo.edu

The borrower assumes responsibility for:

- Repair or replacement costs and/or fees assessed for damage, theft, or loss of equipment that occurs while checked out to the borrower's account

- Overdue fees assessed for failing to return equipment by the due date

- Loss of equipment borrowing privileges for failure to meet these conditions

The University of Wyoming retains its sovereign and/or governmental immunity.

I have read and agree to these conditions:

_____   _____
Print Name   Print W Number

_____   _____
Signature   Date