



# MIKE & KEY ARC

## LIBRARY ITEM

### CHECK-OUT FORM

Name: \_\_\_\_\_

Date: \_\_\_\_\_ Callsign: \_\_\_\_\_

Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

Please include description, type and additional information per the Library Item List available on the Mike & Key Website.

Description (1): \_\_\_\_\_

(2): \_\_\_\_\_

(3): \_\_\_\_\_

Library items identified will be checked out for a period of one month. No mailing of any library items will be allowed.

Signature: \_\_\_\_\_

I have been a member of the Mike & Key Amateur Radio Club for at least the past 12 months. I applied to borrow the club's library item(s). In consideration of the club loaning such item(s) to me. I agree to the following terms and conditions:

1. By my signature on the last line signed above I agree that the item(s) belonging to the Mike & Key Amateur Radio Club of which I am now taking temporary custody and will be returned in the same condition at the beginning of the next regular Third Saturday General Membership Meeting of the Mike & Key Amateur Radio Club to the Club Librarian, or

in the Librarian's absence, to the Club Secretary. MY RESPONSIBILITIES under this agreement continue until the officer has inspected and/or tested and ACCEPTED the item(s), or as the Executive Board directed under paragraph 4 below.

2. Before borrowing the library equipment, I tested it to my satisfaction, for example, by checking the SWR of my handheld's antenna. If I was not satisfied that the equipment was in working order before I borrowed it. I would not have borrowed it.
3. If the equipment shows low power symptoms during the loan period, I will replace the batteries with like batteries at my expense before return is due (so the next borrower can test it before taking responsibility for it. I will return any adapter(s) included and the Instruction Book with the equipment, or pay \$50.00 to the Librarian, to be given to the next borrower to replace these items.
4. I UNDERSTAND THAT ANY ACTIONS THAT I TAKE MAY DAMAGE OR DESTROY THE EQUIPMENT, AND I WILL REPAIR OR REPLACE IT AT MY EXPENSE. I WILL REPORT AT ONCE ANY LOSS OR OTHER CASUALTY TO THE EQUIPMENT TO THE EXECUTIVE BOARD BY LETTER, AND I AGREE TO ACCEPT THE DECISION OF THE BOARD MAJORITY AS TO WHO SHOULD BEAR THE EXPENSE OF REPAIR OR REPLACEMENT. IN ANY EVENT, I WILL MAKE EVERY EFFORT TO HAVE A WORKING REPLACEMENT AVAILABLE BY THE TIME OF THE NEXT MEETING FOR THE NEXT BORROWER.
5. This agreement, considering two pages and all attached signatures pages, was signed, on the date stated. IF I FAIL TO RETURN THE LIBRARY ITEM(S) TO THE LIBRARIAN ON OR BEFORE the required date, without prior agreement agreed to by the Librarian, I agree that a DEFAULT HAS OCCURRED under this agreement, and that, if I fail thereafter to return the library item(s) in working condition to the Librarian or pay \$500 within 10 days after the Club has sent a certified letter demanding the funds to replace the library item(s).