



**Learnables – Terms & Conditions**

- Items remain the property of MOTAT and are loaned on condition that all responsibility for their care is taken by the borrower.
- Items are to be collected by the borrower in person and returned to a MOTAT Education staff member by the borrower in person. Items are to be collected on the date specified and returned on the date specified.
- Standard loan term is one-week, longer periods by negotiation. Cost is \$100 per week or part thereof.
- MOTAT retains the right to refuse any loan application, for any reason, without specification.
- On collection, the borrower must sign the Item Schedule to indicate that all items are present, and acceptance of responsibility for same.
- Items are to be returned Monday – Friday, between 8.00 - 9.30am, and 3.00 - 5.00pm to Gate C, Stadium Road, Western Springs. On arrival push 'School Bookings' on the intercom.
- On return, a MOTAT Education staff member must sign the Item Schedule to indicate that all items are present/missing as appropriate. Do not leave the items with other members of MOTAT staff.
- The borrower must complete a Numbers and Invoicing form to give to the Educator when returning the equipment.
- Before invoicing, all items will be assessed by MOTAT Education and, in the case of damaged items, a repair cost may be charged at MOTAT's discretion.
- Non-return of any item will incur a charge for replacement, for an amount determined by MOTAT.
- Items not returned within two weeks of the specified return date will be deemed to be lost and will incur a charge for replacement, for an amount determined by MOTAT.
- Any additional charges due to loss or damage of items will be separately itemised on the invoice.

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**Issue**

**I (borrower) have read and agree to the terms and conditions of this loan.**

**Borrower** (print name and sign) : .....

Date received: .....

Date to be returned .....

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**Return**

Numbers & Invoicing form collected

**MOTAT Educator** (print name and sign):

..... Date returned: .....

**Borrower** (print name and sign) : .....