

Equipment Rental Agreement - Minnesota Swimming, Inc.

Eisenhower Community Center 1001 Highway #7 W. Hopkins Minnesota 55305

Minnesota Swimming Inc. (MSI) equipment is available for rent by MSI member clubs only. All equipment is stored and maintained at the Bush Center on the campus of Hamline University.

Prior to completing this form, confer with your Meet Referee on what equipment to order. Rental Requests shall be submitted via e-mail to Renee Punyko at rpunyko01@hamline.edu . **In order to complete the form, save a copy to your desktop or appropriate folder, then fill it out and re-save it.** If unable to do so, fill out the document online and print it, then scan it and e-mail it. Requests should be submitted as early as possible. If your request is not acknowledged then equipment may not be available. Make sure you have an acknowledgement.

TERMS and CONDITIONS

By submitting this request, I agree to the following:

- I am authorized to make this request on behalf of an MSI member club;
- I/my club agree to pay the fees listed below for the equipment provided;
- I/my club agree to pay such fees within 30 days.
- I/my club agree to these additional requirements:
 - Touch pads must be transported in an enclosed trailer or an enclosed panel truck.
 - Touch pads must be kept on the caddies at all times when not in the water.
 - Equipment must be properly secured while in transit.
 - Equipment must be locked up over night for outdoor meets.
 - Equipment must be returned in the same condition in which it is dispensed.
- I/my club agree to pick up the equipment on the date and time agreed to by the MSI Equipment Chair.
- I/my club agree to return the equipment on the date and time agreed to by the MSI Equipment Chair.
- I/my club agree to pay a late charge of \$25 per day if all equipment is not returned by the date agreed.
- I/my club agree to immediately report any equipment problems or damages to the MSI Equipment Chair.
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EQUIPMENT OPTIONS	# REQUESTED	COST	TOTAL	EQ. ID (staff)
Touchpad Set (10 Pads per Set) Gutter Velcro	X	\$30.00	= \$	
Button Set (10 Buttons per Set)	X	\$30.00	= \$	
Starter Unit Microphone Starter Cable Tripod Mount Additional Strobe Additional Speaker	X	\$10.00	= \$	
System 5/6	X	\$10.00	= \$	
Prime/A Cable B/C Cable (2 nd & 3 rd backup buttons) 50m Y Ext. Cable (Prime/A/B/C)	X	\$20.00	= \$	
Scoreboard Cable	X	\$30.00	= \$	
Printer (Limit One)		\$20.00	= \$	
		Subtotal	= \$	

MEET DAYS = TOTAL TO BE PAID TO MSI = \$ _____

This form valid CY 1/2015

Club:	Contact:	Date(s) of Meet:
Phone#:	Cell#:	E-Mail:
Pick-Up Date/Time:	Return Date/Time:	