

Susan Stein Shiva Theater

Contract For Borrowing Equipment

NAME: _____ PHONE: _____

SPONSORING GROUP: _____

DATE BORROWED: _____

DATE TO BE RETURNED: _____

EQUIPMENT BORROWED (QUANTITIES AND DESCRIPTION):

I am borrowing the above listed equipment, and only the above listed equipment, from the Susan Stein Shiva Theater, with the permission of a member of the technical staff as well as explicit permission from the production(s) who will be using the space (and therefore have priority) while the equipment is borrowed.

I promise to return to the Shiva Theater all borrowed items on or before the date above, in the same or better condition than I found them in. I understand that the student group above will be held responsible for any repairs to or replacements of these items necessitated by my borrowing them.

I understand that any member of the Shiva staff can refuse me access to any of this equipment, and that its availability is completely dependent on the needs of the production currently using the Shiva Theater.

SIGNATURE: _____ DATE: _____

NAME OF WITNESSING MEMBER OF SHIVA TECHNICAL

STAFF: _____

SIGNATURE: _____ DATE: _____

TO BE FILLED OUT BY A SHIVA STAFF MEMBER UPON THE RETURN OF THE EQUIPMENT:

I confirm that all items listed have been returned to the Susan Stein Shiva Theater.

NAME: _____ SIGNATURE: _____ DATE: _____

PLEASE LIST ANY ADDITIONAL COMMENTS ON BACK

Updated: 4/10/2017