



## LOAN AGREEMENT RULES AND REGULATIONS

The following loan agreement is for items being checked out on \_\_\_\_\_, 2025 at \_\_\_\_\_.

1. I \_\_\_\_\_ am responsible for any **damage** that may occur while item(s) are checked out to me, and I agree to make **immediate compensation** for any damage and/or cost to replace item(s).
2. All items MUST be **returned clean in the same shape as rented**.
3. All items MUST be ready for inspection by SMP staff member upon return.
4. All checked out items must be returned on \_\_\_\_\_, 2025 between \_\_\_\_\_ and \_\_\_\_\_ after the event. **Failure to return items by the prescribed time can result in a charge.**
5. Improper use or operation of items is **STRICTLY PROHIBITED**.

### CHECK OUT

\_\_\_\_\_  
PRINT NAME

\_\_\_\_\_  
DATE

\_\_\_\_\_  
EMPLOYEE SIGN OUT

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
RANK/GRADE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
UNIT

\_\_\_\_\_  
PHONE

\_\_\_\_\_  
NUMBER OF UNIT PARTICIPANTS

### CHECK IN (For Employee Use Only)

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
Date

Provide which email you would like a confirmation sent back to \_\_\_\_\_

Employee Use Only			Please fill in your Requested Quantity:		
	Quantity Available	Quantity Requested		Quantity Available	Quantity Requested
<input type="checkbox"/> <input type="checkbox"/> Football	(3)	<hr/>	<input type="checkbox"/> <input type="checkbox"/> Ladder Ball	(4)	<hr/>
<input type="checkbox"/> <input type="checkbox"/> Basketball	(13)	<hr/>	<input type="checkbox"/> <input type="checkbox"/> Badminton Set	(1)	<hr/>
<input type="checkbox"/> <input type="checkbox"/> Dodgeball	(4)	<hr/>	<input type="checkbox"/> <input type="checkbox"/> Mashball(2)	(2)	<hr/>
<input type="checkbox"/> <input type="checkbox"/> Volleyball	(11)	<hr/>	<input type="checkbox"/> <input type="checkbox"/> Bocce Ball	(1)	<hr/>
<input type="checkbox"/> <input type="checkbox"/> Frisbees	(30)	<hr/>	<input type="checkbox"/> <input type="checkbox"/> Crossnet	(1)	<hr/>
<input type="checkbox"/> <input type="checkbox"/> Soccer Ball	(5)	<hr/>	<input type="checkbox"/> <input type="checkbox"/> Kan-Jam	(1)	<hr/>
<input type="checkbox"/> <input type="checkbox"/> Giant Soccer Ball	(1)	<hr/>	<input type="checkbox"/> <input type="checkbox"/> Large Canopy	(1)	<hr/>
<input type="checkbox"/> <input type="checkbox"/> Tug-of-War	(3)	<hr/>	<input type="checkbox"/> <input type="checkbox"/> Score Tower	(1)	<hr/>
<input type="checkbox"/> <input type="checkbox"/> Inflatable Theater	(1)	<hr/>	<input type="checkbox"/> <input type="checkbox"/> Fishing Pole	(6)	<hr/>
<input type="checkbox"/> <input type="checkbox"/> Kickball	(1)	<hr/>	<input type="checkbox"/> <input type="checkbox"/> Tackle Box	(6)	<hr/>
<input type="checkbox"/> <input type="checkbox"/> Water Cooler	(2)	<hr/>	<input type="checkbox"/> <input type="checkbox"/> Camp Chair	(9)	<hr/>
<input type="checkbox"/> <input type="checkbox"/> Yard Yahtzee	(4)	<hr/>	<input type="checkbox"/> <input type="checkbox"/> Traffic Cones	(18)	<hr/>
<input type="checkbox"/> <input type="checkbox"/> Corn Hole Sets	(19)	<hr/>	<input type="checkbox"/> <input type="checkbox"/> Extension Cords	(6)	<hr/>
<input type="checkbox"/> <input type="checkbox"/> Boogie Boards	(2)	<hr/>	<input type="checkbox"/> <input type="checkbox"/> Hula Hoops	(5)	<hr/>
<input type="checkbox"/> <input type="checkbox"/> Horseshoe Set	(10)	<hr/>	<input type="checkbox"/> <input type="checkbox"/> Pennies (2 Teams Colors) (24 each color)		<hr/>
<input type="checkbox"/> <input type="checkbox"/> Giant Jenga	(9)	<hr/>	<input type="checkbox"/> <input type="checkbox"/> Flag Football Sets	(10)	<hr/>
<input type="checkbox"/> <input type="checkbox"/> Giant Connect 4	(7)	<hr/>	<input type="checkbox"/> <input type="checkbox"/> Baseball / Wiffle Bats	(5/6)	<hr/>
<input type="checkbox"/> <input type="checkbox"/> Spikeball	(2)	<hr/>	<input type="checkbox"/> <input type="checkbox"/> Rubber Sports Bases	(3 sets)	<hr/>
<input type="checkbox"/> <input type="checkbox"/> Pool Noodles	(12)	<hr/>	<input type="checkbox"/> <input type="checkbox"/> 6 Person Tent	(1)	<hr/>
<input type="checkbox"/> <input type="checkbox"/> Hydro Pump	(19)	<hr/>	<input type="checkbox"/> <input type="checkbox"/> 3 Person Tent	(1)	<hr/>