Form No. OGC-SF-2004-05

Equipment Damage Agreement
Sleeping Bags

Name: ___________________________________________________________________________________

Select one: ___ Summer Bag  ___ Spring Bag  ___ Mummy Bag  Bag Number: _____________

Equipment Checked out by: _________________________________ Date: ____________________

General Condition of sleeping bag:
[ ] Like New  [ ] Gently Used  [ ] Obvious Wear & Tear  [ ] Very Bad

Charges for damages:
1. Returned dirty $5 – $20
2. Broken zipper $25
3. Rip, tear, or puncture $10
4. Lost or damaged stuff sack $12
5. Lost, stolen, or non-repairable sleeping bag
   a. Summer Bag $68.99
   b. Spring Bag $80.49
   c. Mummy Bag $109.25

I certify that I have examined and agree to the fee for damages noted above. I agree that this equipment is in good
condition and is acceptable to me for its intended use. I acknowledge that I will reimburse University for any damages
beyond normal wear and tear, or loss that occurs while the said recreational equipment is in my possession. I further
agree that the damages and values should and will be assessed by the Outdoor Adventure Program at the University of
Houston. I understand that I have the right to inspect the equipment before signing. I assume full responsibility for the
Department of Campus Recreation-Outdoor Adventure Program equipment listed above and the associated accessories. I
understand that I am liable for all damages, loss, stolen equipment and rental fees associated with the above
listed equipment. All equipment must be returned in a clean condition as determined by University. A minimum $5.00
per item charge for cleaning will be applied for all items returned unclean. I understand that I am responsible for
returning this equipment and accessories during the Outdoor Adventure Program’s regular hours on the date indicated
above. I also understand that there will be a late fee charged each day the equipment is returned late. These late fees are
twice the additional day rate for each piece of equipment. I understand that the Department of Campus Recreation, the
Outdoor Adventure Program, its staff, University of Houston, or the State of Texas are not responsible for injury or
accident incurred while using this equipment; and I agree to fully Indemnify and hold harmless each of the
aforementioned for any personal injury, property damage, accident, claim, loss or expense of any kind. I understand that
when large amounts of equipment are rented or reserved there may be a deposit check required.

Refund Policy: User must cancel equipment reservation at least two working days prior to checkout time to receive a
refund of rental fees.

State law requires that you be informed of the following:
1. under few exceptions, you are entitled on request to be informed about the information the University collects
   about you by use of this form;
2. under sections 552.021 and 552.023 of the Government Code, you are entitled to receive and the review the
   information; and
3. under sections 559.004 of the Government Code, you are entitled to have the University correct information
   about you that is incorrect.

Renter's Signature: __________________________________________________ Date: ____________________

Official Use Only

Equipment checked in by: __________________________________________ Date: __________________

Damages: __________________________________________________________

Charges: $_____________

Comments:

Note: Modification of this Form requires approval of OGC

Office of the General Counsel
Equipment Damage Agreement – Sleeping Bags
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Standard Form Approved
by the University of Houston System
Office of the General Counsel
Office of Contract Compliance