



# GVU Center Prototyping Lab Equipment Loan Agreement

I, \_\_\_\_\_ request permission to borrow equipment, identified below, belonging to the GVU Center Prototyping Lab and take it to:

\_\_\_\_\_

for the following reason: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

IMPORTANT: This agreement is only valid when a signature is received from the Prototyping Lab Manager. Removing any equipment otherwise is considered theft of GVU/GT property.

Item Name

Notes

\_\_\_\_\_

Requestor Name

\_\_\_\_\_

Requestor Signature

\_\_\_\_\_

Requestor GTID#

\_\_\_\_\_/\_\_\_\_\_  
Removal Date / Return Date

\_\_\_\_\_

Contact E-mail

\_\_\_\_\_

Prototyping Lab Manager Signature

- Note:
1. Equipment **must** be returned by the Return Date listed above.
  2. This form is **only** valid **with** the signature from the Prototyping Lab Manager.
  3. An e-mail response from the Lab Manager counts as confirmation the form has been signed.