

# 11-18: Lending of Equipment

Issued: 1-97

Revised: 10-05

## I. PURPOSE

The purpose of this policy is to provide a means for protecting state owned property when it is on loan to other organizations.

## II. POLICY

Fort Lewis College occasionally loans equipment to support the activities of community groups. It is the College's policy to require that the entity borrowing the equipment agree to return the equipment in the same condition as when borrowed and to insure the equipment against loss or Damage. Proof of insurance must be provided.

The Equipment Loan Agreement form that should be used by departments lending equipment is available by selecting [Equipment Loan Agreement](#).

FORMS:

[Equipment Loan Agreement](#)