FocusCo Equipment Liability Form

Please send your request via email (focusco@ucsa.nl) at least 1 week in advance. If the request is approved, we will email you back, specifying when and where the requested equipment can be picked up, as well as returned back.

In the case that the equipment is returned with damage that was not there at the time the equipment was handed to the borrower, the borrower will be held accountable and charged for any costs made to repair or replace the borrowed equipment.

|  |
| --- |
| Equipment needed: |
| Date: |
| Time: Committee name (if applicable):Contact person:Contact email: |
| Signature: |

*FocusCo Board Spring 2021-2022*

*Chair* Alicia Derksen

*Vice-Chair* Meike Span

*Secretary* Seren Carmody

*Treasurer* Charlotte Smeets

*Public* *Relations* Sam Hoffman

Events Manager Lieve Van Borssum