



Warren Woods Public Schools Equipment Release and Acknowledgment Form

I, _____ (Parent/Legal Guardian Name), request the offsite use of the following Warren Woods Public Schools equipment on behalf of:

_____ (Student Name), a student of Warren Woods Public Schools solely for instructional and school-related purposes. I understand that all school policies apply to the use of all equipment described below and checked out after completing this form and that the equipment is not authorized for non-school or non-instructional use.

Equipment Description	Date of Check-out	Date of Check-in
Full Device# _____ Includes accompanying power adapter. Device is in working condition.	 WWPS Staff Initials ____	 WWPS Staff Initials ____
Hotspot Device # _____ Includes accompanying charge cord and adapter. Device is in working condition.	 WWPS Staff Initials ____	 WWPS Staff Initials ____

By signing below, I agree to be responsible for the return of the equipment in its current condition and to indemnify, defend and hold the district and its representatives harmless from all losses, liabilities, actions, suits, judgments, fines, penalties, claims, costs and expenses arising out of the unauthorized use of the equipment and all acts and omissions related thereto. All school policies apply to the use of the equipment. The District formally forbids use of the equipment for non-educational purpose to include but not limited to social media, illegal activity, harassment, bullying, phishing schemes, hacking or data breaches. I understand that failure to return or the destruction of the equipment due to theft, loss, physical damage, or inappropriate use will result in repair or replacement fees for which I agree to be responsible for, including, but not limited to the payment of any insurance-related deductible associated with the equipment.

Parent Signature _____

Date _____

Phone Number _____

Physical Address _____

Email Address _____

Printed Name of WWPS Staff Member distributing device _____

Signature of WWPS Staff Member distributing device _____