

Laptop Computer # 25

WESTERN OREGON UNIVERSITY, WERNER UNIVERSITY CENTER, STUDENT LEADERSHIP AND ACTIVITIES

Laptop Check-Out Policy:

The Werner University Center, Student Leadership and Activities department offer's laptops that may be checked out for two consecutive nights. Laptops can be checked out Monday – Saturday, 2:00 – 9:30pm. Check out times will vary during term breaks. You can check our website at <http://www.wou.edu/student/wuc>

Students are responsible for the condition of the laptop while it is in their care. Students will be responsible for replacing damaged, lost or stolen laptops and accessories including, but not limited to, CD/DVD/RW drive, power cord, yellow patch network cable, mouse, carrying case and strap. This excludes normal wear and tear. Students shall not copy application or system software on the laptop to another computer or laptop. Western Oregon University assumes no responsibility for loss or damage to student's personal property through the use of this laptop or associated software.

Laptop Contract:

- I agree to pay \$5.00 if the laptop is returned after 10:30 am but before 2:00 pm on the date due
- I agree to pay \$25.00 if the laptop is returned after 2:00 pm on the date due

I understand the terms described above, and agree to the conditions as outlined. I understand that it is my responsibility to take care of this laptop while it is assigned to me and to replace any parts that are broken or lost. Failure to do so will result in a hold being placed on my future WOU registration and release of records. In addition, I will be denied access to the laptop for no less than one academic term and any applicable fees may be charged to my WOU student account.

Printed Name: Jwana D.E-Mail: dammandamian10@wou.eduStudent V#: 00302296Phone: (503) 544-8179

If On Campus RSC Box: _____

If Off Campus Address: 680 White OakCity, Zip: Independence 97351Signed Name: [Signature]**DUE DATE:** 6/9/14 before 10:30am

(I certify I am a current student and the information I am providing is accurate)

Late returns or problems with the laptop or accessories must be reported to the Werner University Center, Information Desk immediately at (503) 838-8261 or wuocf@wou.edu

WUC Staff Only

Date checked out: 6/6/14Date checked in: 6/9/14Time checked out: 1:00Time checked in: 9:40

OUT

☒ Case/strap☒ Power Cord☐ Misc. _____☒ Mouse☒ Yellow Cable☒ Instruction SheetChecked out by: CL

IN

☒ Case/strap☒ Power Cord☐ Misc. _____☒ Mouse☒ Yellow Cable☒ Instruction SheetChecked in by: KSCondition or performance: dead?Problems: won't charge---Late Fee: Yes ☐ No ☒

Amount: \$5 \$25

Paid by: Cash Check Student Account*

*when charging a student account
give this contract to Angie

Not back by 10:30am: ☐ left a message ☐ talked to student ☐ emailed time _____ initials _____

Laptop Computer # 0025

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Printed Name: Eden DonatoE-Mail: edonato08@wou.eduStudent V#: 00217377Phone: (503) 404-8668

If On Campus RSC Box: _____

If Off Campus Address: 53 W Benton Ave #32City, Zip: Monmouth 97361Signed Name: Eden Donato**DUE DATE: 6/6/14 before 10:30am**

(I certify I am a current student and the information I am providing is accurate)

Late returns or problems with the laptop or accessories must be reported to the Werner University Center, Information Desk immediately at (503) 838-8261 or wuofc@wou.edu

WUC Staff Only

Date checked out: 6/4/14Date checked in: 6/6/14Time checked out: 11:55Time checked in: 9:05

OUT

☒ Case/strap☒ Power Cord☐ Misc. _____☒ Mouse☒ Yellow Cable☒ Instruction SheetChecked out by: KS

IN

☒ Case/strap☒ Power Cord☐ Misc. _____☒ Mouse☒ Yellow Cable☒ Instruction SheetChecked in by: KSCondition or performance: goodProblems: noneLate Fee: Yes ☐ No ☒

Amount: \$5 \$25

Paid by: Cash Check Student Account*

*when charging a student account
give this contract to Angie

Not back by 10:30am: ☐ left a message ☐ talked to student ☐ emailed time _____ initials _____