

UNIVERSITY OF ARKANSAS
WALTER J. LEMKE DEPARTMENT OF JOURNALISM
Equipment Liability Agreement

Equipment late fee is \$20 per day. The replacement cost for a damaged or lost piece of digital equipment or an accessory of the equipment ranges from \$20 – \$8,000.00 or more. Verify presence and operation of equipment pieces you check out. Report problems related to equipment malfunction before you leave the equipment room.

In order to check out and use photo and video equipment, I agree to the terms and conditions specified below by the Lemke Department of Journalism University of Arkansas.

1. I agree to pay for the repair or replacement costs resulting from damage or loss, including, but not limited to theft of the equipment while it is checked out in my name. Replacement cost will be determined by the Lemke Journalism Department and be equivalent to similar model that is available in the market. I acknowledge and agree that the overdue fine for the equipment identified is \$20.00 per day.
2. In the event that I fail to pay for any overdue fines, repairs, replacement costs or any other charges arising under this Agreement, I agree that the University may place a hold on the release of my registration, transcript, or take any other action necessary in an effort to recover any damages arising from my use of the digital equipment.
3. If I fail to return the digital equipment within 10 business days of the time it is due, I understand and agree that the University shall have the right to treat the digital equipment as stolen property and take all necessary actions to recover it in accordance with governing law, including, but not limited to disclosing personal information contained in this record as provided in Ark. Code Ann. §§ 13-2-802 through 13-2-803 and as those statutes may be amended from time to time. For purposes of this Agreement, I agree that this checkout record does not constitute a “confidential library record” as defined in Ark. Code Ann. § 13-2-701, as that provision may be amended from time to time, and hereby agree to waive any and all of my confidentiality rights under any Federal or state laws.
4. I agree not to allow any other individual or entity to use the digital equipment while it is checked out under my name. Equipment can only be used for course related projects.
5. In case of disagreement, I am allowed to initiate re-evaluation of equipment loss/damage that was assessed by the Journalism Department. Equipment Appellation Committee meets at the end of each academic term and takes appellations cases that exceed \$1,000. Appellations should be submitted in a written form and dropped off at the Journalism Administration office before the last day of classes.

I understand that this document contains binding legal obligations and voluntarily enter it as indicated below by my signature. I understand that this registration agreement is applicable to this and future checkouts of digital equipment from the University of Arkansas.

Full Name: _____
(please print) Last name First name Middle Initial

Address: _____

Phone & Email: _____

University ID: _____

Course/Instructor _____

Signed: _____ Date: _____

Approved By: _____