



**U.S. Coast Guard
Morale, Well-Being & Recreation**

TRACEN Petaluma
599 Tomales Rd
Petaluma, CA 94952
Phone: (707) 765-7341

TABLET RENTAL AGREEMENT

Tablet # _____

By signing below, I state that I am an MWR eligible patron and agree to the following:

- There is no charge if equipment is returned within **7 days**.
- I understand a \$5 pre-authorization will be placed on my credit card.
- The tablet and all accessories must be returned to a *staff member* at the MWR Library.
- The equipment must be returned in the same condition in which it was received.
- I accept full responsibility for all equipment received and acknowledge that my credit card will be charged an appropriate amount for any damaged or missing items.
- I understand that fees will accrue on my patron record if equipment is returned later than 7 days from checkout and that my library record may incur a registration hold and possible suspension. Overdue charges are \$5 per week. On day 31 you will be charged \$120, which includes \$100 to replace the tablet and case and a \$20 rental fee (\$5 per week for 4 weeks). If you return your tablet between days 30 and 60 you will receive a credit of \$100 less \$5 for each week delinquent. For example: if returned in 6 weeks you will receive \$90. If returned after 60 days no refund will be received.
- I understand my credit card expiration date must be at least 60 days from rental date.
- I understand this form, including my credit card information, will be stored securely in the Ticket Office safe with restricted access and will be destroyed when equipment is returned.
- I understand that all equipment remains the property of MWR during Rental Agreement.
- I will not add any files, software or programs to the tablet and will use it in accordance with all Coast Guard policies.

Signature _____

First and Last Name _____

Phone Number _____

Personal Email _____

School Attending _____

Date _____