

# Card Reader Rental Reservation Request



Circle Type of Group

Student Union Organization

University Department

## Group Information

Group Name

Event Title

Dep. Head/Group President

Contact

Full Name-Title:

Email:

Phone:

## Sales Information

Location

Hours

Item 1

Item 2

Item 3

Item for Sale:

Price:

Cost Center/Accounting Number or Federal Tax ID# where funds should be applied to...

# Terms of Service

- I understand that use of the Bear Bucks Reader is a privilege which may be revoked at discretion of the Campus Card Services Office
- I am aware and agree to all the Bear Bucks Reader policies and take personal responsibility in communication of all policies to any and all group members involved in the use of this terminal.
- I am aware that Campus Card Services will take a commission of 5% of all sales using the rental reader.
- I understand that I will be responsible for fees related to the loss or damage of any equipment included in this rental.

## Equipment Inventory

Request      Pick-Up      Return

<input type="text"/>	—	<input type="text"/>	—	<input type="text"/>
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iPads

<input type="text"/>	—	<input type="text"/>	—	<input type="text"/>
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Card Readers

<input type="text"/>	—	<input type="text"/>	—	<input type="text"/>
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iPad Charging Set (Cable & Brick)

<input type="text"/>	—	<input type="text"/>	—	<input type="text"/>
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Information Packet (Reader Policy, Instructions, and Bear Bucks Signs)

## Signatures

### Terms of Service Agreement

Printed Name

Date/Time

Signature

### Pick-Up

Printed Name

Date/Time

Signature

### Return

Printed Name

Date/Time

Signature