



Temporary RISE Item Request Contract

I am requesting to borrow the following items from the Risk Intervention and Safety Education (RISE) Office. I understand that it is my responsibility to pick up the equipment before my department or organization needs it and return it to the RISE Office within 2 business days after my event concludes. I agree to return the equipment to RISE in the same condition that it was on the day that I picked it up.

If the equipment is lost or destroyed during the time it is checked out to me, I agree to replace the equipment at my own expense. If the equipment is damaged during the borrowing period, I agree to have the equipment fixed or replaced.

I agree that the equipment borrowed from RISE will be used in an educational manner to foster prevention education and safety on Texas Tech's campus. Educational efforts include the program messaging and development, which must be aligned with the student wellbeing and harm reduction values of the RISE office.

Printed name: _____ R# _____

Department/Organization: _____

Signature: _____ Date: _____

TTU Email Address: _____

Phone Number: _____ Date of Event: _____

Signature of RISE Staff: _____ Date: _____

Item Description	Check-out Date	Check-in Date	Returned (Initial)