

## **FLC STUDENT EQUIPMENT RENTAL AGREEMENT**

### **1. Rental of Computer, Hotspots, Phones, and Accessories**

- 1.1** The rented equipment and accessories remain the property of Fort Lewis College (FLC). Renter will have no title or ownership interest in the computer, installed components, or accessories.
- 1.2** Renter must be enrolled for at least 5 credits of classes for each semester the system is rented. This requirement is waived during the summer semester provided renter is enrolled for at least 5 credits in the following Fall term. Under the discretion of the FLC Help Desk, enrollment requirements may be waived for special circumstances.
- 1.3** Renter may terminate the agreement at any time by notifying the Help Desk and returning the equipment subject to the terms in sections **3.0** and **4.0**. The rental fee is nonrefundable after census date of the current semester.
- 1.4** Renter agrees to retain possession of the rented equipment until it is returned to the FLC Help desk.
- 1.5** If renter is found to be in violation of the terms of this agreement, rental privileges may be revoked and the equipment will be required to be returned within three days of notification.

### **2.0 Equipment use**

- 2.1** The FLC Help Desk will be responsible for performing all hardware problems, modifications, or repairs. The renter agrees to contact the Help Desk in a timely manner if there are problems with, damage to, or loss or theft of the equipment.
- 2.2** Renter will not lend the equipment out, or otherwise permit it to be possessed by any other parties.
- 2.3** Renter will not share the password that permits access to the laptop, and will protect the password from disclosure. Renter will not use a password that is or was previously used on other Non-FLC accounts, services, or social media sites.
- 2.4** Renter will not alter or remove any identification labels, tags, or serial numbers on the devices.
- 2.5** Renter will agree to use the equipment in a careful and lawful manner. Renter will not install or use unauthorized or “cracked” software license keys or software, or use the system to access, store, or distribute unauthorized copyrighted material. Renter will lose rental privileges if found to be in violation of this clause.

### **3.0 Return of Equipment**

**3.1** Rented equipment must be returned to the Media Services desk (Room 007 in the basement of Reed Library) within 20 days in the event of one or more of following circumstances:

- a. The renter is not enrolled for at least 5 credits of classes
- b. Upon graduation from FLC

This enrollment requirement is waived for Summer Semester provided student is enrolled for at least 5 credits in the following Fall Semester. Under the discretion of the FLC Help Desk, an extension of the rental agreement may be made for special circumstances.

**3.2** The rented equipment must be returned clean and in good condition. You can be charged for damage to the equipment that is outside of normal wear and tear. To avoid a \$40 cleaning charge, if you applied any stickers to the equipment, they should be carefully removed to avoid scratching case and leaving residue. Do not use glass cleaner or solvents to clean laptop displays. Refer to the use and care guide on how to properly clean the equipment.

**3.3** Renter agrees to return equipment within 7 days upon request of the Help desk in order to address warranty, malware remediation, or other administrative issues. A loaner system will be provided if an extended repair is needed.

**3.4** If equipment is not returned within the stated timeframes listed in sections **1.5**, **3.1**, and **3.3**, FLC may choose to place a hold on renter’s college record, as well as charge for the replacement cost of the devices, and initiate repossession of the equipment.

#### **4.0 Loss, Theft, or Damage**

**4.1** Renter may be liable for repair or replacement of lost, stolen, or damaged equipment up to the full replacement cost of the equipment as noted in the equipment detail.

**4.2** Renter will ensure the equipment is kept safe and secure at all times, and will contact the Help Desk immediately in the case of theft or loss of the equipment.

#### **5.0 FLC Surplus Sale benefit**

**5.1** Upon graduation from FLC renter will have priority in purchasing a used surplus laptop at market value.

#### **6.0 Rented Equipment Replacement Cost Detail:**

Laptop Replacement Cost:	\$700
Hotspot Replacement Cost:	\$400
Loaner Phone Replacement Cost:	\$50
Powerbrick Replacement Cost:	\$75