

# Boulder County's Lending Library Lease Agreement Form

The Lending Library (LL) is a part of the Safe Routes Regional Hub managed by Boulder County's Youth Transportation Program. Its intent is to help local partners increase their capacity to promote and encourage safe walking and biking through events, campaigns, curriculum, and projects, by providing a an online request system to reserve free-to-borrow safe walking and safe biking resources in English and Spanish.

\_\_\_\_\_ (Initials, hereinafter "Borrowing Agency") desires to borrow Item(s) as specified from Boulder County Lending Library (hereinafter "Boulder County LL") the following is agreed upon between the parties.

Borrowing Agency desires to borrow the requested items and accessories, which come together, from the Lending Library (LL) for a Loan Period from mm/dd/year to mm/dd/year.

The Boulder County LL's items and all accessories are the property of Boulder County. The Borrowing Agency is fully responsible for the good care and safe return of the borrowed items and all accessories, including the carrying case and use directions, if originally included.

The Borrowing Agency agrees to store Boulder County LL property and accessories in a secure, locked location always when the item(s) is not in use.

Boulder County LL shall not charge the Borrowing Agency any rental fee for use of the library's item(s), provided that the Borrowing Agency returns it to Boulder County LL during or at the end of the loan period.

The Borrowing Agency may not loan or transfer the borrowed item(s) or accessories to any other person or agency during or after the loan period.

The Borrowing Agency will be financially responsible for the cost of (a) repairing any borrowed item(s) that are damaged beyond normal wear and tear, and (b) replacing any borrowed item(s) that (i) Borrowing Agency fails to return for any reason or (ii) is/are damaged beyond reasonable repair, in all cases, up to the amount of the replacement value of the item(s) as determined by Boulder County LL in its sole discretion.

The Borrowing Agency agrees to contact Boulder County immediately if the borrowed item(s) or any of its accessories are damaged, missing, or stolen.

The Borrowing Agency agrees to wipe off all items and remove any dust, debris, and/or stains, BEFORE returning borrowed item(s) to Boulder County LL staff.

If the Borrowing Agency breaches any term or condition of this Agreement, Boulder County shall have the right to terminate this Agreement with the expectation of the immediate return of the borrowed item(s) and accessories.



The Borrowing Agency assumes all risks of property damage, injury, or death to oneself or others arising from the usage of the item(s), including, but not limited to, any injury resulting from transportation of borrowed items, mechanical defects or failure of the item(s) or actions taken by oneself or others without respect to a fault.

All data and photos provided and/or collected by the agency will be considered public information. While not required, the Lending Library strongly asks that the borrower share photos of the Boulder County LL's item(s) in use and fulfilling the purpose of borrowing.

For purposes of this Agreement, the following individuals shall serve as the principal contacts for Boulder County LL and the Borrowing Agency and are authorized to represent their agencies in this Agreement.

**Borrowing Agency Representative Name And Contact Information**

Name:  
Agency:  
Phone & Email:

I agree to return Boulder County LL item(s) listed below by the return date and time listed below:

\_\_\_\_\_  
Signature & Date

**Boulder County Lending Library Representative Name And Contact Information**

Name:  
Agency:  
Phone & Email:

I agree to meet the Borrowing agency representative on the return date and time to check-in the items(s) listed below.

\_\_\_\_\_  
Signature & Date

Name and quantity of Borrowed Item(s) to be return by: [Add Date and Time]

