



# Unitarian Universalist Community of Casper

1040 West 15<sup>th</sup> Street  
Casper, WY 82604  
307-266-3350  
uucasper.org

## ITEMS UNDER LOAN AGREEMENT

Date: \_\_\_\_\_

Lender: \_\_\_\_\_

Committee responsible for item under loan arrangement \_\_\_\_\_

Description of item(s) under loan to the Unitarian Universalist Community of Casper ("UU Casper") (attach list or additional documentation as needed): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Term of loan: From \_\_\_\_\_ to \_\_\_\_\_

**By signature below, I (lender) acknowledge that:**

I bear sole responsibility for obtaining and maintaining insurance for any items under loan while the items are in transit (to or from), being installed or removed, and are being displayed, used, or stored (as applicable) at UU Casper.

I accept all risk associated with the items under loan, and must release all claims and subrogation against UU Casper for any loss or damage to the items under loan, however caused.

I have read and agree to comply with the UU Casper policies pertaining to items under loan, as shown on page 2 of this form.

\_\_\_\_\_  
Lender Signature

Acceptance of item under loan:

\_\_\_\_\_  
Committee member signature  
(Must be an authorized committee member other than Lender)



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### UU Casper Policies - Items Under Loan

- The UU Casper board and/or appropriate committee retain the discretion to accept items offered for loan to UU Casper, and to manage the location, use, and the manner of installation and removal, as applicable.
- UU Casper will care for items under loan just as it does in safeguarding its own property, with the exception of not insuring loaned items. Accordingly, UU Casper shall not offer insurance coverage for or assume any risk of loss with respect to any items under loan."
- Lenders acknowledge, and may be asked prior to UU Casper's acceptance of a loaned item, to sign a copy of this policy and/or other form, the substance and effect of which is the lender's agreement that they:
  - bear sole responsibility for obtaining and maintaining insurance for any items under loan while the items are in transit (to or from), being installed or removed, and are being displayed, used, or stored (as applicable) at UU Casper.
  - accept all risk associated with the items under loan, and must release all claims and subrogation against UU Casper for any loss or damage to the items under loan, however caused.
  - have read and agree to comply with all UU Casper board policies pertaining to items under loan.
- The Board may develop a standard "Items Under Loan" form, to be signed by the lender, to document the lending arrangement and the lender's acknowledgements. The original signed form will be kept in the church records, with copies provided to the committee and the lender.

Approved by board April 10, 2017