

PERMISSION TO BORROW AUDIO VISUAL & COMPUTER EQUIPMENT FROM THE INSTRUCTIONAL RESOURCE CENTRE MEDIA SERVICES FOR RESEARCH PURPOSES

(Form Valid For One Year & Please Print)

Name of borrower:	I.D. No.
Patron type:	
Address:	
Telephone #: Home:	Work:

The patron agrees with the Liability and Damage/Loss policy as shown below.
Patron signature:_____
Date:

Faculty of Education Faculty/Instructor Supervisor:

Faculty/Instructor Consent: I certify that the above named Faculty of Education Graduate Student, Research Assistant or Teaching Assistant is working under my supervision and may borrow Audio Visual & Computer Equipment from Media Services in the Instructional Resource Centre.

Faculty/Instructor signature:_____ Date:

Liability and Damage/Loss Policy

The Faculty of Education assumes responsibility for damages and loss of IRC equipment used for instructional purposes by *faculty* in the St. Catharines and Hamilton Campus classrooms and at off-campus Faculty of Education program locations. Cases of blatant abuse by patrons are dealt with on an individual basis.

Faculty of Education faculty, staff, research assistants and Graduate students using IRC equipment for *research* and other *non-instructional purposes* are liable for all damages and loss. Brock University does not insure the equipment.

Brock University protects your privacy and your personal information. The personal information requested on this form is collected under the authority of *The Brock University Act*, 1964, and in accordance with the *Freedom of Information and Protection of Privacy Act (FIPPA)* for the administration of the University and its programs and services. Direct any questions about this collection to the Manager of the Instructional Resource Centre in the Faculty of Education at Brock University at (905) 688-5550, ext. 4586 or see www.ed.brocku.ca/irc/

www.brocku.ca