

# EQUIPMENT RENTAL CONTRACT OUTDOOR ADVENTURE CENTER

**EQUIPMENT RENTAL CONTRACT:**

Name (please print): \_\_\_\_\_  
Address (local): \_\_\_\_\_

Phone: \_\_\_\_\_  
BuckID#: \_\_\_\_\_

**Equipment Check Out and Check In:**

Equipment can only be picked up on the day the rental period begins. If you need the gear earlier, you must pay for the extra day(s). Allow time for our staff to go through the equipment at check out and check in to ensure it is in good working order. Tents, watercraft, car equipment and large orders all require extra time to check thoroughly.

**Reservations**

Reservations must be made in person at the OAC and can be made up to **one week** in advance upon payment of rental fees. You must be at least 18 years old and a Recreational Sports member to rent equipment.

**Reservation Cancellations and Date Changes**

Reservation cancellations must be made at least one day in advance of the check-out date to receive a **full refund minus a \$10 handling fee**. If reservations are canceled less than one day in advance of check out, you receive no refund. No refunds are given for equipment not picked up. Date changes can be made pending equipment availability.

**Lost, Late or Damaged Equipment**

If equipment is returned late, you will be charged the specific daily rate for each day it is past due, up to original cost of the equipment. If equipment is lost or broken beyond repair, you will pay original price, plus freight and handling. For equipment that needs cleaning or minor repairs, you will be charged \$15/hour, up to the original cost of the equipment.

OAC Staff: \_\_\_\_\_

Renter Initials: \_\_\_\_\_

**Equipment Rental Agreement Release Waiver and Renter Financial Liability**

I have checked over the equipment listed below: I agree it is in good operating condition, with all parts/ accessories present and accept the equipment as is. I understand that there is no insurance coverage provided and that I will be held financially responsible for theft, loss, abnormal wear and tear damage, cleaning and late fees assessed. Any fees assessed must be paid by the next working day. I understand the safety practices required in using this equipment and agree not to hold the Student Life Recreational Sports, the Outdoor Adventure Center staff, The Ohio State University or the State of Ohio responsible for any injury, loss, damage or irregularity from the use of this equipment. Furthermore, my signature below verifies that I have read, understand and agree to the Equipment Rental Agreement Release Waiver and Financial Liability statement above.

Equipment Due: \_\_\_\_\_

Signature: \_\_\_\_\_

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

**OFFICE USE ONLY BELOW**

Equipment Description	Inventory Numbers (check mark)	# of Items	Fee/Item	Total Cost
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Equipment reserved/rented for: \_\_\_\_\_ Through: \_\_\_\_\_ Initials: \_\_\_\_\_

Checked Out By: \_\_\_\_\_ Checked In By: \_\_\_\_\_

All ok    Late    Repairs    Pending Inspection

Total Paid: \_\_\_\_\_ Staff Initials: \_\_\_\_\_ Cash \_\_\_\_\_ Check \_\_\_\_\_ CC \_\_\_\_\_ BuckID# \_\_\_\_\_