



**SCCPSS Social Studies
Traveling Trunks and Box Kits
Faculty Loan Agreement**

I agree to the following terms for loan:

- The loan period for material is 2 weeks (14 days), including travel time to/ from Massie.
- Materials may be requested by contacting Rachel Bradshaw at Massie Heritage Center:
(912) 395-5070 OR email: Rachel.Bradshaw@sccpss.com
- Most material may be transported via the SCCPSS Pony mail system. Please use the return label and notify the driver one day in advance, especially for the larger trunks.
- Materials may be renewed, as long as other borrowers are not waiting for the materials. If someone requests materials that have been renewed, the first borrower will be asked to return the materials immediately.
- The borrower assumes responsibility for the care and return of materials in good condition and on time. Please use the enclosed check list to ensure that all items are returned.
- Materials that are lost or damaged must be paid for by the borrower at the replacement cost.

Teacher Name _____ Phone _____

School Name _____

Grade(s) _____ Subject(s) _____

Email _____

Signature: _____ Date: _____