

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA
PROPERTY PASS

EMPLOYEE/STUDENT NAME (*Circle one*)

DATE

LOCATION NO./NAME

The above-named person is authorized to remove from the location above, subject to the conditions established in Board Policy #5306, the tangible personal property described below.

PROPERTY DESCRIPTION

BPI #

SERIAL NUMBER

By signing below the borrower agrees to the following stipulations:

- a. The property remains the property of The School Board of Broward County, Florida, and must be returned by the expected return date indicated below in good condition.
- b. The property shall be used only in connection with borrower's employment/study assignments.
- c. The borrower shall ensure the safety of the property while it is in his possession.
- d. The borrower has read, and understands, the provisions of Board Policy #5306
- e. In case of loss or damage, the borrower shall adequately compensate The School Board of Broward County, Florida. **(Not applicable to computer borrowing by District staff.)**

EXPECTED RETURN DATE
(No later than end of fiscal year)

EMPLOYEE/PARENT/GUARDIAN SIGNATURE
(Circle one)

SIGNATURE OF AUTHORIZING PRINCIPAL/SUPERVISOR

The return of the above-described property in good condition is hereby acknowledged.

DATE PROPERTY RETURNED

SIGNATURE (PRINCIPAL/DIRECTOR/SUPERVISOR)