**SPORTS & ATHLETICS UNIT**

**BORROWER’S SLIP**

Coach/Trainer Athlete Regular Student MPSPC Personnel P.E. Instructor

Others (Office/Agency)­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**For Custodian:**

Availability of Equipment : YES NO

**For Borrower:**

I acknowledge to have received from the **SPORTS AND ATHLETICS UNIT** of the Mountain Province State Polytechnic College the following:

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Qty** | **Unit** | **Item Description** | **Purpose/Subject** | **Time/Date**  **(Released)** | **Time /Date**  **(Expected to return)** | **Time/Date**  **(Returned)** | **Remarks** |
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**TERMS and CONDITIONS:**

That I (the borrower) shall:

1. personally return **IMMEDIATELY** after use the borrowed items listed above to make it/them available for other users;

2. be held responsible for **LOSS & DAMAGES** while the items are in my custody; and subsequently,

3. willing to **REPLACE** the item(s) lost or damaged.

**NOTE:**

1. For instructional use of items, students are **not allowed** to borrow equipment/materials for the class.

The instructor shall receive the item/s and sign as the borrower.

2. For practice/training students shall ***submit and present your valid school identification card*** in borrowing materials.

3. **Releasing and returning** of items are within **school days ONLY** **from 8:00 in the morning to 4:00 in the afternoon.**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Borrowed by: | Issued by: | Noted: |
| Signature |  |  |  |
| Name |  |  | **VENUS NAIDA P. BAWIYAN** |
| Date: |  | Materials & Equipment Custodian | Sports & Athletics Director |
| ID presented |  |  |  |
| ID No.: |  |  |  |
| Contact No. |  |  |  |