**SPORTS AND RECREATION UNIT**

**BORROWER’S SLIP**

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

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

**For Borrower:**

I acknowledge to have received from the **SPORTS AND RECREATION UNIT** of the Mountain Province State University the following:

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

**TERMS and CONDITIONS:**

That I (the borrower) shall:

1. personally return **IMMEDIATELY** after usingthe 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 their 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 |  | **IRENIO D. TAWAGEN, Jr.** | **VENUS NAIDA P. BAWIYAN** |
|  |  | Sports Custodian | Sports and Recreation Director |
| ID presented |  |  |  |
| ID No.: |  |  |  |
| Contact No. |  |  |  |