



# Equipment Use Agreement

This form must be completed and submitted to the Tampa Hillsborough Homeless Initiative prior to the time of requested use of any UNITY Information Network equipment.

The equipment may not be used until the UNITY Manager, or his/her designate has signed this form.

In the event of an emergency, a partner agency may use UNITY Information Network equipment by completing this form and leaving it in the office of the UNITY Manager or with a team member of the UNITY Information Network.

No UNITY equipment may be taken from the premises without prior consent. If equipment is damaged, lost, or stolen it will be replaced by the Agency borrowing the equipment.

Serial Number	Item Description	Date(s) Requested	Reason for Use

### Hold Harmless Agreement

The undersigned shall and will indemnify and save harmless, the Tampa Hillsborough Homeless Initiative and all of its Members, Officers, Agents, and Employees from and against any and all liability claims, demands, expenses, fees, penalties, suits, proceedings, actions, and causes of actions, of any and every kind and nature, arising or growing out of, or in any way connected with the undersigned use of, or activities connected with the use of, equipment owned by UNITY Information Network of the Tampa Hillsborough Homeless Initiative. This equipment shall include, but not be limited to, the UNITY Information Network equipment used with the permission of the Tampa Hillsborough Homeless Initiative. If equipment is damaged, lost, or stolen the undersigned agrees to notify a representative of UNITY Information Network of the Tampa Hillsborough Homeless Initiative and replace the equipment. If the agency cannot replace the equipment it will compensate the Tampa Hillsborough Homeless Initiative for the full cost of replacing the equipment.

I have read and understand the above, and agree to abide with this, and all of the rules and regulations of the Tampa Hillsborough Homeless Initiative pertaining to the use of equipment.

Name: (Please Print) \_\_\_\_\_

Agency: (Please Print) \_\_\_\_\_

Signed: \_\_\_\_\_

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

UNITY Representative: \_\_\_\_\_

Title: \_\_\_\_\_

Signed: \_\_\_\_\_

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