

To borrow materials, submit completed form and a **copy of your driver's license**.

**BORROWER'S INFORMATION (All fields required. Print clearly.)**

NAME:	ORGANIZATION:
ADDRESS:	
CITY/STATE:	ZIP CODE:
E-MAIL:	PHONE:
JOIN OUR MAILING LIST TO GET HIGHLIGHTS ON THE LATEST MATERIALS IN THE ENERGY RESOURCE LIBRARY. WOULD YOU LIKE TO RECEIVE? (BOTH REQUIRE E-MAIL ADDRESS) <input type="checkbox"/> YES, I WOULD LIKE TO RECEIVE CCSE EVENT/WORKSHOP NOTICES VIA E-MAIL <input type="checkbox"/> YES, I WOULD LIKE TO RECEIVE CCSE'S ENERGY CONNECTION E-NEWSLETTER	

**READ AND SIGN BORROWING AGREEMENT**

**Lending Terms**

- Books and DVDs may be borrowed for up to **14 days**.
- Tools may be borrowed for up to **10 days** (with exceptions).
- Maximum number of books, DVDs and tools combined to be loaned out is **5 per borrower**.

**Overdue Items**

If items are not returned by the due date, an overdue notice will be emailed. Until overdue items are returned, additional materials may not be borrowed.

If a second overdue notice is emailed, Energy Resource Library privileges will be revoked for up to 3 months. If a third overdue notice is emailed, Energy Resource Library privileges will be revoked for up to 6 months.

**Release of Liability**

I agree that in no event shall the California Center for Sustainable Energy (CCSE) be liable for any damages arising out of or connected with the borrowed item. I have reviewed the specifications of this item and am aware of any limitations and uses. Misapplication or injury of any type sustained during installation or damage to facilities or equipment shall be my responsibility. Any item requiring installation in a motor control center or any other location with all line voltages (any voltage above 12 V) must be installed by a licensed electrician. Installation of tools in mechanical equipment rooms or other potentially hazardous areas should be done by qualified personnel experienced in mechanical operating systems. For use in San Diego County only.

**Acceptance of Responsibility**

I assume full responsibility for the return of all borrowed items by the due date and for the repair or replacement costs of damaged, lost or stolen items.

Signature

Date