

**The University of Texas at El Paso  
Recreational Sports Department  
Equipment Contract**

**User's Rental Agreement:** I assume full responsibility for the Recreational Sports Department equipment listed below and the accessories to said equipment. Upon request, I agree to pay for damages incurred to the equipment and/or accessories excessive of normal use, as assessed by the Recreational Sports Department. This includes, but is not limited to: damage, loss, or theft of equipment. I certify that "Reasonable Care" will be exercised for the equipment's safekeeping and care. I understand and agree that I am accepting financial responsibility in reimbursing the University for the replacement cost of the equipment issued in the event of loss or damage.

**I ALSO ACKNOWLEDGE THAT IT IS MY RESPONSIBILITY TO SCHEDULE A DEMONSTRATION OF ANY EQUIPMENT THAT I AM UNFAMILIAR WITH OPERATING.** I accept full responsibility for operation, care and maintenance for the period the equipment is in my care, and will not hold the Recreational Sports Department, the staff, the University of Texas at El Paso, or the State of Texas responsible for injury or accident incurred while using any and all equipment rented.

I understand that I am responsible for returning this equipment and accessories on the date indicated below.  
**I UNDERSTAND THAT, IF THE EQUIPMENT HAS NOT BEEN RETURNED BY THE DUE DATE INDICATED BELOW, A LATE FEE OF \$2.00 PER ITEM, NOT TO EXCEED A TOTAL OF \$5.00 PER DAY, IN ADDITION TO THE DAILY RATE, WILL BE ASSESSED. I ALSO UNDERSTAND THAT IF THE EQUIPMENT IS RETURNED DIRTY OR WET, ADDITIONAL CHARGES WILL BE IMPOSED.**

**RESERVATION POLICY:** At time of reservation, a deposit of 10% or \$10 (whichever is greater) must be left to hold your reservation. **Refund policy:** The user **must** cancel reservation of equipment at least 48 (forty-eight) hours prior to check-out time or no fees will be refunded: **ABSOLUTELY NO EXCEPTIONS!** Check out time is between 2:00pm and 6:00pm on the pickup date.  
**HAVE READ THE ABOVE STATEMENTS \_\_\_\_\_**

This contract will be retained along with a **validated University of Texas at El Paso student, staff, or faculty ID** until the equipment is returned and all obligations are met.

**PLEASE PRINT**

Name \_\_\_\_\_ Phone \_\_\_\_\_ E-mail \_\_\_\_\_

Address \_\_\_\_\_ ZIP \_\_\_\_\_ UTEP ID. # \_\_\_\_\_

Classification (check one) \_\_\_\_\_ Undergraduate \_\_\_\_\_ Graduate \_\_\_\_\_ Faculty / Staff

Reservation date \_\_\_\_\_ Pick up date \_\_\_\_\_ Due date \_\_\_\_\_

**RENTAL EQUIPMENT**

The OAP Equipment Rental program maintains a large and growing inventory of outdoor gear. All equipment is available on a first-come, first serve basis to UTEP students, staff and faculty for a nominal fee.

Equipment reservations are accepted up to 2 weeks in advance. At time of reservation, 10% or \$10 (whichever is greater), must be left to secure your reservation for equipment. A valid UTEP ID is required of all renters.

I agree that this equipment is in good condition and is acceptable to me for its intended use.

With few exceptions you are entitled on your request to be informed about the information the University of Texas at El Paso collects about you. Under Sections 552.021 and 552.023 of the Texas Government Code, you are entitled to receive and review the information. Under Section 559.004 of the Texas Government Code, you are entitled to have the University of Texas at El Paso correct information about you that is held by us and that is incorrect, in accordance with the procedures set for the in the University of Texas System Business Procedures Memorandum 32. The information that the University of Texas at El Paso collects will be retained and maintained as required by Texas records retention laws (Section 441.180 et seq. of the Texas Government Code) and rules. Different types of information are kept for different periods of time.

**OFFICE USE ONLY**

Equipment prepared by: \_\_\_\_\_ Date: \_\_\_\_\_

Equipment checked in by: \_\_\_\_\_ Date: \_\_\_\_\_

Broken or missing items: \_\_\_\_\_

Any additional charges incurred: \$ \_\_\_\_\_ Reason: \_\_\_\_\_

CHARGE TO ACCOUNT # \_\_\_\_\_ VT5 \_\_\_\_\_ OR IDTV \_\_\_\_\_

Camping Equipment	Item #	Initials	1-3 Nights	4-7 Nights
Backpacks, Internal Frame			15.00	30.00
Sleeping Bag w/pad			10.00	15.00
Tents (Four Person) tent poles (2) tent stakes (6) tent fly (1) fly poles (2)			20.00	40.00
Tents (Two Person) tent poles (2) tent stakes (6) tent fly (1) fly poles (2)			15.00	30.00
Tents (Single Person) tent poles (2) tent stakes (5) tent fly (1) fly strings (4)			10.00	20.00
Cooking/Mess Kit pots (3) lids (3) pan (1) grip handle (1)			5.00	10.00
Double Burner Camp Stove gas feed tube (1) aluminum steel top (1) built-in wind shields (2)			10.00	15.00
Teflon Cooking Grill			5.00	10.00
Coleman Lantern			5.00	10.00
Ice Chest			5.00	10.00
Water Jug (5 gallon)			5.00	10.00
Portable Table (3'x3')			5.00	10.00
Dining Canopy			25.00	40.00
Ski Pants			10.00	15.00
Ski Gloves			5.00	10.00

Equipment	Cost
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____
8. _____	_____
9. _____	_____
10. _____	_____

<b>Total:</b> _____ <b>Deposit:</b> _____ <b>Balance:</b> _____
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Backpack Packages (no substitutions allowed)	Item #	Initial	1-3 Nights	4-7 Nights
<b>One Person Backpack</b>			25.00	50.00
1-single person tent				
1-backpack				
1-sleeping bag w/pad				
1-single burner pack stove				
1-cooking/mess kit				
<b>Two Person Backpack</b>			40.00	80.00
1-two person tent				
2-backpacks				
2-sleeping bag w/pad				
1-single burner pack stove				
1-cooking/mess kit				

Camping Packages (no substitutions allowed)	Item #	Initial	1-3 Nights	4-7 Nights
<b>Two-Person Camping</b>			40.00	80.00
1-two person tent				
2-sleeping bag w/pad				
1-double burner camp stove				
1-coleman lantern				
1-portable table				
1-cooking / mess kit				
1-ice chest				
<b>Four-Person Camping</b>			75.00	150.00
1-Four person tent				
4-Sleeping bag w/pad				
1-double burner camp stove				
1-teflon cooking grill				
1-coleman lantern				
1-portable table				
1-cooking / mess kit				
1-ice chest				

Recreational Equipment	Item #	Initial	1-3 Nights	4-7 Nights
Horse Shoe Set			\$5.00	\$10.00
Bocce Ball Set			\$10.00	\$15.00
Softball Set			\$10.00	\$15.00
Flag Football Set			\$15.00	\$20.00
Volleyball Set (Outdoor)			\$15.00	\$20.00
Tug-O-War Rope			\$5.00	\$10.00

I agree that this equipment is in good condition and is acceptable to me for its intended use.

Renter's signature \_\_\_\_\_ Date \_\_\_\_\_