

WEATHERIZATION EQUIPMENT LENDING AGREEMENT

I, _____, from _____,
(print name) Business/Organization

attest that I am BPI BA certified and am registered as a certified evaluator or evaluator/contractor with the Kentucky Home Performance program. I also understand that by checking out Bluegrass PRIDE's weatherization materials, I must adhere to the following terms under all circumstances and I am bound to these terms upon signing this contract.

- 1) I, the borrower, have reviewed the contents of the materials to be checked out with a member of PRIDE's staff and attest that all of the contents checked off are included.
- 2) I, the borrower, agree to make an escrow deposit of **\$250 by cash or check** made out to Bluegrass PRIDE prior to checking out the equipment. Upon written notification of termination of the lending program contract, PRIDE will return the deposit, assuming all of the materials are returned in working order and on time.
- 3) Checkout periods will be calculated in 24-hour business days. For example, if your company checks out materials at 10 a.m. and would like to reserve them for one day, they will be due back to PRIDE no later than 10 a.m. on the next business day.
- 4) The materials will be returned by the due date set at the time of each check-out unless the staff at PRIDE has received a phone call or e-mail stating a valid reason for the change in the return date and the staff member has accepted the change by returning an e-mail or a phone call. **The daily charge is \$25.**
- 5) If the materials have not been returned by the given date on the resource library checkout sheet, the borrower will receive a phone call and/or e-mail questioning the item's status. If the staff of PRIDE does not hear back within one work day, PRIDE will begin charging a **penalty of \$25/day in addition to the \$25 per day fee (for a total of \$50/day)**. In the event that the materials have not been returned within one week of the due date, a member of the staff will personally retrieve the materials for an additional charge of **\$50**. Fees may be waived under the following circumstances: illness, death in the family, inclement weather, or any other reason deemed acceptable by PRIDE's staff.
- 6) In the event that the borrower does not pay the fees, he/she will no longer be eligible to participate in PRIDE programs including, but not limited to, PRIDE grants, scholarships, and future use of the

Weatherization Equipment Lending Program. The escrow deposit will also be forfeited.

- 7) If any of the borrowed materials should be broken, lost, misplaced, damaged, or stolen, I, the borrower, will be held accountable for its replacement, including all costs necessary to replace the item(s) in its (their) entirety.

Location where Weatherization Equipment will be stored:

Number of households to be audited _____

Contact information:

Cell number _____

Email address _____

I, _____, have read the above terms and have
(sign name)
agreed to adhere to these terms given to me by the staff of Bluegrass PRIDE.

To be completed by _____ Staff

Date Picked up _____ Due date _____

KHP Evaluator/Contractor?	Yes	No
Proof of Liability Insurance Submitted?	Yes	No
Debarred Contractor List Checked?	Yes	No
Deposit and user fee paid?	Yes	No