



# Hydration Station Loan Agreement

I \_\_\_\_\_ am responsible for the Portable Hydration Station whilst on loan to our organisation.

I agree that when using this unit, which is provided to me at no cost, that our organisation commits to the promotion of drinking water.

I have seen the instructions and / or been shown the set-up procedure for the Hydration Station and agree to follow these.

I'm aware this water station costs \$4,000 to replace and that it is not insured. If any damage should occur whilst the unit is on loan to our organisation, I will be responsible for ensuring the replacement of parts or the whole unit if required.

**Organisation Name:** \_\_\_\_\_

**Name and purpose of event:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Reach (number of people attending):** \_\_\_\_\_

<b>PROMOTIONAL MESSAGES/SIGNAGE: WE WILL PROMOTE H2O:</b>	<b>TICK</b>	<b>MDC STAFF TO MAKE NOTES ON HOW:</b>
<b>NEWSLETTER</b>	<input type="checkbox"/>	
<b>FACEBOOK</b>	<input type="checkbox"/>	
<b>WEBSITE</b>	<input type="checkbox"/>	
<b>ANNOUNCEMENTS AT THE EVENT</b>	<input type="checkbox"/>	

**Agreed return date and time:** \_\_\_\_\_

**Hirer's name:** \_\_\_\_\_

**Hirer's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Masterton District Council Officer name:** \_\_\_\_\_

**Masterton District Council Officer's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Office use only**

Item checklist – to be completed on drop off, with the Hirer and Council Officer.

- 1x Unit
- 1x Unit Base
- 1x Tap adaptor (2 pieces)
- 4x Hoses
- 1x Tap key

Signed on behalf of Council Officer once returned:

Council Officer's name: \_\_\_\_\_

Council Officer's Signature: \_\_\_\_\_

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