



## HMFM Memory Booth Borrower's Agreement

Organization: \_\_\_\_\_

Name: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Date Loaned: \_\_\_\_\_ Date Due: \_\_\_\_\_ Date Returned: \_\_\_\_\_

The Borrower (named above) has been provided the temporary use of the Historical Museum at Fort Missoula's Memory Booth for the purpose of collecting people's stories and keeping Missoula County's history alive.

### Terms and Agreements:

- The term of this agreement is listed above. All parts of the Memory Booth shall be returned promptly and in good working condition by the due date.
- Collected audio content will be provided to the Historical Museum after event/program to be archived in HMFM collection.
- All equipment and property shall remain property of the Museum.
- The Borrower accepts responsibility for the equipment while it is in the Borrower's possession. The Borrower agrees to use an appropriate method of transporting the equipment and also agrees to keep the equipment secure at all times.
- This equipment is provided only for the use of the Borrower and the organization of the Borrower. The Borrower agrees, by signing this agreement, that no one else, unless otherwise specified, will be allowed to use this equipment.
- Any and all damage or loss must be disclosed upon the return of the Memory Booth to the museum.
- By signing below, the Borrower indicates intent to use this equipment for purposes of capturing and storing stories from the public for the Historical Museum at Fort Missoula. The undersigned agrees that property will be treated with care, with the understanding that the undersigned will be fully responsible for any costs associated with damage, loss, or theft.

\_\_\_\_\_  
Borrower Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
HMFM Staff Signature

\_\_\_\_\_  
Date