ANUSM (Woroni) Equipment Hire Liability Agreement

ANU Student Media (ANUSM) aims to lend out equipment to members of the Association in order to promote and uphold the values and ideals set out in section 3 of the ANUSM Constitution. Persons will be deemed ‘members’ if they fall under the definition in section 4 of the ANUSM Constitution.

When hiring equipment from ANU Student Media, this document must be signed before the equipment is distributed to the nominated persons outlined on the web form and on this agreement. It must have the signature of the relevant editor responsible for the equipment and be signed by a member of Woroni’s Executive.

The borrowing period commences when the member takes possession of the equipment. The borrowing period end when the equipment is back in the control or possession of ANUSM Editors.

By signing this agreement, the member agrees to the following:

* Prior to borrowing the equipment, the member has inspected the condition of the equipment and is satisfied with its suitability.
* The equipment will only be used for the purpose for which it was designed by the manufacturer.
* The member has paid the relevant Editor the deposit specific to the equipment being borrowed.
* This agreement only applies to the member and they must not allow nor authorise any other person or entity to use, re-hire or have possession of the equipment at any time, unless expressly agreed by an Editor of ANUSM in writing.
* The member is responsible for any loss, theft or damage to the equipment from any and every event whatsoever and howsoever and by whosoever caused during the hire period, except where any such loss, theft or damage was caused by ANUSM.
* If the equipment is broken as a result of the acts or omissions of the member or any other person during the borrowing period, or if the equipment is lost, stolen or damaged beyond fair wear and tear during the borrowing period, the deposit is forfeited to ANUSM. In the event of lost equipment, ANUSM will take the appropriate avenues to retrieve the equipment.
* *You may also be liable for any extra costs incurred by ANUSM to recover, repair or replace the equipment.*
* The equipment will be returned on or before the date specified in this contract, and failure to do so may affect the members’ ability to borrow equipment in the future and will incur a late fee of $10 per day from the specified date of return on this form and will need to be paid upfront.

**Name:**

**University ID:**

**Phone:**

**Email:**

By signing this agreement ANUSM confers all liabilities to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ that may be incurred during the outlined hire period from\_\_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_\_\_.

**LIST OF EQUIPMENT FOR HIRE: (PLEASE CIRCLE WHAT YOU ARE HIRING)**

TV EQUIPMENT – MUST BE SIGNED BY THE TV EDITOR AND A MEMBER OF THE EXECUTIVE (EDITOR IN CHIEF/ DEPUTY EDITOR IN CHIEF/ MANAGING EDITOR)

* Photography Camera
* LED Lights & Stands
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RADIO EQUIPMENT- MUST BE SIGNED BY THE RADIO EDITOR AND A MEMBER OF THE EXECUTIVE (EDITOR IN CHIEF/ DEPUTY EDITOR IN CHIEF/ MANAGING EDITOR)

* Rode USB Microphone (for interviews) - Category A
* Zoom H6 recorder (for all audio recording) - Category B
* Microphones- (Category A)

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ understand this agreement and the responsibility and duty of care I have when using the hired equipment.

SIGNED: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

TV/ RADIO EDITOR: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

MEMBER OF ANUSM EXEC: EIC/DEIC/ME :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

OFFICE USE ONLY

Deposit Paid (please circle amount):

 $50 $100

OR

INTERNAL USE

$20 $40

ASSET CODE: WOR

LEDGER ENTRY: