



DREAMHOUSE
'EWA BEACH

DREAMHOUSE 'EWA BEACH PCS EQUIPMENT REQUEST FORM

DreamHouse 'Ewa Beach PCS (DHEB) maintains certain equipment (iPads, laptops, cameras, etc.) to serve the mission of education for our students. In the event that a student requires any DHEB equipment to leave campus for educational purposes, this form must be completed.

This form assigns primary responsibility for DHEB equipment to the borrower. The borrower will be responsible for taking the necessary precautions to protect the equipment and to store it in a manner that provides adequate protection when it is not in use, thus not subjecting the equipment to possible theft or damage. If it is determined that loss or damage is a result of negligence, the borrower may be held financially responsible for the repair or replacement of the equipment

Student Name: _____

Date: _____

Parent Phone: _____

Serial Number: _____

Parent Email: _____

Received Charger: Yes _____ No _____

INITIAL Yes/No

DECLINE DEVICE: I acknowledge that my student leader has declined the use of a school issued ipad and agree to provide my student a device with the ability to connect to wifi to ensure accessibility of classroom content. I acknowledge that a cell phone does not replace the use of a device and is not allowed to be used during classroom instruction time. If my student's personal device is broken or lost, DreamHouse will not be responsible for the replacement or repairs of the device.

Parent Signature

Student Signature

This equipment is the property of DHEB and therefore must be used for DHEB educational purposes only. The borrower must agree to the following: *(Please initial each item)*

- _____ The borrower will be responsible for return of the equipment in the condition that it was received.
- _____ If loss or damage of the equipment occurs, the borrower will be held financially responsible for the repair or replacement of the item.
- _____ Cost of replacement or repairs will be due prior to issuing replacement device or release of any student records upon withdrawal.
- _____ The borrower cannot modify the equipment in any way.
- _____ The borrower will make the equipment available at any time as requested by DHEB staff.
- _____ The borrower understands that all usage will be monitored by DHEB. Any inappropriate usage will result in loss of privileges. Equipment will be used in line with the vision, mission, and values of the school.

If you have any problems with this equipment, lose it, or have it stolen, please immediately email dhoperations@dreamhouseewabeach.org. **DO NOT** attempt to fix or alter any hardware as this may void any warranties or service contracts.

**** TURN OVER ****

SIGNATURE REQUIRED ON SECOND PAGE



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FEE TABLE

Charger Replacement Fee:	Device Repair Fee:	Device Replacement Fee:
\$30.00	\$268.00	\$300.00

I have read the above information and agree to the terms and conditions.

Borrower Signature: _____

Parent Signature: _____

DHEB Staff: _____

Sign Out Date: _____

COMPLETE UPON RETURN RETURN OF EQUIPMENT

Date of Return: _____ Borrower Initial: _____ DHEB Staff initial: _____