HEIDELBERG
UNIVERSITY
HOSPITAL

Lending of Equipment / HIGH IT

The lending of available equipment in the HIGH IT Computer Pool is solely for students and employees of the Heidelberg Institute of Global Health.

1. Loan equipment (description): _____

2. Loan period: from: _____ to: _____

3. Contact details:
   Name, first name: _____
   Working group: _____
   Phone number: _____
   E-Mail: _____

4. Declaration:

Me, _____ (name),
declare that I am lending the above device and agreeing to return the device properly and in order to the HIGH IT computer pool.

Needed for lending of
- Signature lender
- for students: copy of personal ID or employee ID

_____ _____
Date Signature lender

Returned on: _____ _____
Signature HIGH IT employee

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HIGH IT

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Heidelberg, 15th May 2019

HIGH IT Computer-Pool

for employees and students of the Heidelberg Institute of Global Health of Heidelberg University

Equipment lending is only granted to students and employees of the Heidelberg Institute of Global Health and only to the specified loan periods.

Loan devices are not for distribution to third parties.

Students require a copy of the staff or employee ID card for the loan. In addition, each person must fill in and sign a loan form, which will be handed over as a copy. With the loan, the complete functionality of the device is confirmed.

The loan period is 2 weeks for students and staff. For projects and theses, the loan period can be extended after consultation.

Upon return, the users prove the complete functionality of the loaned device. If the device is fully functional, users will receive a signed return slip.

Please note that devices may not be taken abroad without prior agreement, as devices are to be available at all times after the end of the loan period. Otherwise, an insured return would be required at the expense of the borrower.

If a device is lost, the user is liable for the full amount of the replacement value. If the loan causes damage to the device, the user is liable for the full amount of the repair costs.

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