

Photo-Club CE Loan Policy

1. MATERIAL: The equipment which may be loan is the following:

- Appareil photographique Exakta 66
- Objectif Exakta 2,8/80 pour Exakta 66
- Objectif Flektogon 4/50 (grand-angulaire) pour Exakta 66
- Objectif Arsat 3,5/30 (*fish eye*) pour Exakta 66
- Posemètre Gossen Sixtomat Digital
- Valise contenant le matériel de prise de vues en studio Broncolor
- Tente à lumière
- Appareil photographique digital Canon Ixus
- Pied de studio Manfrotto
- Table de support pour projecteurs
- Ecran pour projection
- Système de reproduction de diapositives
- Table de reproduction
- Projecteur de diapositives 6x6
- Projecteur de diapositives 24x36
- Etalonnage d'écran

The complete list of books and DVDs, at disposal of the members, can be found on the web site of the Photo-Club CE.

- 2. ELIGIBILITY:** The loans of equipments, books and DVDs (material, if not differently mentioned) are restricted to current Photo-Club CE members . Members may not borrow material if they have previously violated the loan agreement. They cannot borrow material with the intended purpose of allowing another individual their use.
- 3. LIABILITY:** The user agrees to assume any and all legal liability for the cost of repair or replacement in the event of loss due to theft, damage, negligence or misuse. The Photo-Club CE will not assume responsibility for any damage caused to third parties while using the material borrowed.
- 4. AVAILABILITY:** Material is available for loan on a first-come, first-served basis at the Photo-Club CE premises at the beginning of the weekly meetings.
- 5. USE:** Material borrowed should never be left unattended.
- 6. LOAN PERIOD:** As a general rule, the loan period cannot be longer than three weeks. Material is due at the Photo-Club CE premises at the beginning of the weekly meetings.
- 7. LENDING AGREEMENT:** Users sign out material will be required to read and sign a Borrowing and Liability Form.
- 8. RENEWALS:** Renewals must be conducted in-person with the material in hand at the beginning of the weekly meetings of the Photo-Club CE and depend on the absence of other users waiting to sign out this equipment.

9. ADVANCE BOOKING: Holds or advance bookings will be accepted in exceptional cases.

10. FINES: An overdue fine of 100€ per week of delay.

11. REPLACEMENT AND DAMAGE FINES: The user assumes full financial responsibility for a lost, stolen or damaged material. Material two weeks overdue will be assumed lost. A repair or replacement fees will be levied for damaged or lost material based on the cost of the repairs or replacement. The user will also be fully responsible for the restoration or replacement of material. Any material malfunctions should be reported immediately to the Council of Administration.

Replacement fees are as follows:

Appareil photographique Exakta 66	1,300€
Objectif Exakta 2,8/80 pour Exakta 66	300€
Objectif Flektogon 4/50 (grand-angulaire) pour Exakta 66	300€
Objectif Arsat 3,5/30 (<i>fish eye</i>) pour Exakta 66	600€
Posemètre Gossen Sixtomat Digital	350€
Valise contenant le matériel de prise de vues en studio Broncolor	2,500€
Tente à lumière	50€
Appareil photographique digital Canon Ixus	300€
Pied de studio Manfrotto	600€
Table de support pour projecteurs	100€
Ecran pour projection	200€
Système de reproduction de diapositives	200€
Table de reproduction	200€
Projecteur de diapositives 6x6	500€
Projecteur de diapositives 24x36	500€
Etalonnage d'écran	250€
Books	130€
DVDs	70€

12. RETURNS: Material must be returned in-person at the Photo-Club CE premises at the beginning of the weekly meetings. Users will be required to wait while material is checked to ensure it is intact.

Borrowing and Liability Form

Date borrowed	_____	Date due	_____
CA member at borrowing	_____	CA member at returning	_____
Signature	_____	Signature	_____
Material	_____		

Conditions New - Material is brand new, unused, in flawless condition

To be filled out by CA member Fine/Like New - No defects, little usage. Older material may show minor flaws

Thick proper description _____

If material is not new, please list imperfections/flaws in detail _____

Very Good - Shows some signs of use and is no longer fresh.

Good - Average used material with all accessories present.

Fair - Obviously well-worn, but no accessories missing. Sign of use do not interfere with working functions.

Poor – Material is useable but may be soiled and have some defects.

To borrow the Photo-Club CE's equipments, books and DVDs (material, if not differently mentioned), I agree to the conditions outlined below:

- I agree to keep the material with me at all times. I understand that I am personally responsible if it is lost, stolen, or damaged.
- I agree to return the material loaned to me by the Photo-Club CE within the agreed loan period at the Photo-Club CE premises at the beginning of the weekly meetings. If the material is not returned on time I accept to pay 100€ per week of delay.
- I acknowledge that failure to return the material in two weeks will be considered loss by the Photo-Club CE and I will be charged replacement fees of (*CA member encircle appropriate fees*)

Appareil photographique Exakta 66	1,300€
Objectif Exakta 2,8/80 pour Exakta 66	300€
Objectif Flektogon 4/50 (grand-angulaire) pour Exakta 66	300€
Objectif Arsat 3,5/30 (<i>fish eye</i>) pour Exakta 66	600€
Posemètre Gossen Sixtomat Digital	350€
Valise contenant le matériel de prise de vues en studio Broncolor	2,500€
Tente à lumière	50€
Appareil photographique digital Canon Ixus	200€
Pied de studio Manfrotto	600€
Table de support pour projecteurs	100€
Ecran pour projection	200€
Système de reproduction de diapositives	200€
Table de reproduction	200€
Projecteur de diapositives 6x6	500€
Projecteur de diapositives 24x36	500€
Etalonnage d'écran	250€
Books	130€
DVDs	70€

- In the case of damaged material, I agree to pay the costs of the repairs. If the material cannot be repaired, I agree to pay the above mentioned replacement fees to the Photo-Club CE. I also agree to take full responsibility to carry out the restoration or replacement of the material.



- I acknowledge that failure to pay any amount owing will be considered an outstanding debt to the Photo-Club CE.
- I acknowledge that failure to comply with any of these conditions will result in the loss of my Photo-Club CE borrowing privileges.

My signature below indicates that I have read the Photo-Club Loan Policy and that I agree to abide by these conditions of use.

Name _____

Date _____

Signed _____
(please, visa all pages)