



Conditions of Equipment Loan

I understand and agree to the following conditions pertaining to the short-term CSG equipment loan provided to me through Assistive Technology BC (ATBC).

1. Any equipment loaned to me remains the **property of ATBC** and/or the Province of British Columbia.
2. The equipment is provided for **my sole use** for mitigating or overcoming disability-related barriers that impede attainment of my specified educational goal(s). Use of the equipment for activities unrelated to my specified educational goal(s) is not permitted.
3. **Care and maintenance:**
 - I will store the shipping boxes so they can be reused for returning the equipment at the end of my loan period, or in case the equipment needs to be shipped to ATBC for repair. I may be charged a \$25 fee per shipping box if ATBC has to provide replacement boxes.
 - I will respect all copyright regulations applicable to the use of computer files and conversion of print materials into electronic format.
 - I will not install any software unless it is licensed for my use and authorized by ATBC.
 - I will only use computer files/software that are directly related to my coursework or course training tasks.
 - I will not make unauthorized modifications to the equipment configuration that might cause software or hardware problems that could prevent me from using the system for its intended purpose.
4. **Repair and technical support:**
 - All ATBC equipment problems requiring repair services must be reported to ATBC. All loan equipment repairs must be performed by an ATBC authorized technician.
 - I may be charged for repair or replacement cost of equipment that was damaged due to negligence, to unauthorized repairs, or to system problems arising from installation of unauthorized software.
 - I am responsible for backing up my data and maintaining regular updates to the antivirus software. ATBC is not responsible for any loss of data that may occur on loaned equipment whether in my possession or while being serviced by ATBC or other authorized technician.
5. **Duration of equipment loan:**
 - I understand that the loan period must fall within my current semester, funding, and enrollment eligibility window (“study period”).
 - The equipment loan terminates **no later than the date specified below**.
 - ATBC reserves the right to terminate the equipment loan sooner than the specified date if any of the conditions described here are not met, or if my eligibility changes, or at any other time according to ATBC’s discretion.
 - I must immediately notify ATBC if I become ineligible to continue receiving this loan resource prior to the date specified below.
 - Failure to arrange return of the equipment by the return date may affect my access to future Financial Aid resources. In addition, I may be liable for costs incurred by ATBC and/or the Province of British Columbia in retrieving or replacing delinquent equipment.

Signature

Applicant Name: (print) _____

Applicant Signature: _____ Date: _____ Email: _____

Date of Equipment Return: _____