**Borrower Request Form and Borrower Agreement**

Name of person responsible for the map \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Dates: Pick up on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Return on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

School or organization (full name, not initials) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Street Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City, Zip Code \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone number (\_\_\_\_\_) \_\_\_\_\_\_\_- \_\_\_\_\_\_\_\_\_\_\_\_ Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

How many students do you estimate will use the map?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

How many classes will use the map?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Is the map being used for a community or parent night function? \_\_\_\_\_\_\_ If so, please explain

**I agree to the following**

1. I am the individual responsible for the use and the safekeeping of Arizona's Giant Floor Map from the time it arrives to the time of its departure.
2. All changes and correspondence regarding the use of Arizona's Giant Floor Map will be made to me.
3. I will notify the Arizona Geographic Alliance Southeast AZ Map Coordinator at msrivera545@gmail.com if I need to cancel or change plans to use the map at least two weeks prior to its scheduled arrival.
4. Upon receipt of Arizona's Giant Floor Map, I will check the map for damages and the accompanying trunk's inventory using the checklist provided in the trunk. If any materials are missing, I will notify the Arizona Geographic Alliance Southeast AZ Map Coordinator via email IMMEDIATELY.
5. I will monitor activity on the map to ensure it will not be damaged. If damaged, I understand that my school/organization is responsible for materials lost or damaged while it is in our possession.
6. I will have Arizona's Giant Floor Map packed and returned as agreed.
7. Within one week of the return of Arizona’s Giant Floor Map, I will complete the user survey at <https://www.surveymonkey.com/r/B79FD3C> .
8. If available, I will provide the Arizona Geographic Alliance Southeast AZ Map Coordinator with newspaper clippings or URLs of any local press. The Coordinator may then forward them to the Arizona Geographic Alliance for publication.

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Signature