



Tool Request Form

To submit a Tool Request: You must be a Hands On Greater Portland Partner Agency. Fax all pages of this form to 503.200.3356. A Hands On staff member will contact you to confirm your request and schedule a date and time for pickup. **The borrowing period is 14 days.** Please call the Hands On office if you have a question at 503-200.3355.

Project Information

Date of Project: _____

Member Agency Contact Name for this Project: _____

Contact Phone Number and e-mail: _____

Borrowing Agreement

In consideration of the loan by Hands On Portland (Lender) to Borrower, of the tools and equipment (the 'Equipment') and the donation of supplies and materials (the 'Materials') listed on the attached, Borrower agrees to borrow the Equipment and use the Materials in accordance with the following terms and conditions. (1) Borrower accepts the Equipment and Materials in 'as is' condition; (2) Borrower agrees to return the Equipment to Lender's warehouse at 1621 NW 21st Ave, Portland, Oregon, at the return time and date stated below; (3) Borrower agrees to provide funds in an amount sufficient to cover the cost to replace any Equipment not returned or that is returned damaged (as determined by Lender in Lender's sole discretion) with new equipment of equal value; (4) Borrower agrees to comply with all terms of this Agreement, the Member Agreement, and the Lender Procedures, as the same may be amended from time to time in the sole discretion of Lender; (5) Borrower hereby agrees, for itself, its officers and directors, employees, agents, and volunteers, their assigns, executors and administrators, to release, discharge and hold forever harmless Lender, its officers and directors, employees, agents and volunteers from all property claims, demands and actions for injuries sustained to Borrower or any of Borrower's officers and directors, and/or their property as a result of this agreement or any of the Equipment or Materials loaned or used in connection herewith, and from any cause of action, claim or suit arising therefrom; (6) Borrower hereby acknowledges that (I) its use of the Materials and Equipment is without any instruction, training or supervision by Lender, and is used by Borrower and Borrower's officers and directors, employees, agents, and volunteers at their own risk, (II) it is Borrower's responsibility to provide reasonable training and supervision to its own employees, volunteers, and agents with respect to the proper and safe use and handling of all Equipment and Materials, (III) that Lender expressly disclaims and warranty regarding the condition or fitness for a particular use of any of the Equipment or Materials provided hereunder; (7) Borrower attests that its use of the Materials and Equipment are strictly for volunteer and charitable purposes, that no services or materials are being provided to any recipient for any charge or cost, (8) Borrower attests that no services or materials are being re-sold or returned to any retailer, vendor, or manufacturer for refund, or are being used in any manner inconsistent with the Partner's Agreement or Lender's status as a 501c(3) tax deductible charitable organization, school or government entity. (9) Borrower acknowledges that it has read and understood the foregoing terms and conditions of this release and the undersigned affirms he/she has all requisite power and authority to enter into this agreement on behalf of Borrower.

Signature: _____

Date: _____

Requested date of pickup: _____ Time of pickup: _____

Return date: _____ Return time: _____

Hands On Greater Portland OFFICE USE ONLY:

Pickup Date Assisting Staff: _____

Return Date Assisting Staff: _____



Hands On
 GREATER PORTLAND
 Be the Change. Volunteer.

Hands On Tool Inventory			
Item	Available for Lending	Number being Requested	Value (\$)
SAFETY EQUIPMENT			
Work gloves - pairs (various sizes)	30		1.19
PAINTING			
Extension pole – 4 foot	10		1.98
Paint Brushes (various sizes)	40		9.95
Metal Paint Trays	10		
Roller Cage - 9 inch	10		2.31
GARDENING & LANDSCAPING			
Shovel – round head	10		4.47
Hand cultivator – 3 prongs	10		2.97
Hand trowel/shovel	20		2.97
Hedge Shear	5		
Hoe – garden	10		4.97
Lopper - long handled	5		15.67
Pruner - hand	5		15.96
Rake – garden	10		4.27
Rake – leaf	10		7.87
MISCELLANEOUS			
Buckets - 5 Gallon	5		5.25
Hammers - Metal	10		8.67