



EarthBox® Lending Agreement 2019-20

Return to education@NaplesGarden.org to schedule pick-up

School or Worksite Name:

Garden Contact Person:

Relationship to School or Worksite:

Phone number:

Email Address:

Additional Garden Contact:

Relationship to School or Worksite:

Phone number:

Email Address:

Number of EarthBoxes requested (we suggest a maximum request of 6; please contact us at education@NaplesGarden.org for special requests): _____

Loan Period – select one

- Fall semester (return by December 20)
- Spring semester (pick-up beginning January 7; return by May 22)
- Fall & Spring semesters (return by May 22)

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EarthBox® Lending Agreement

- All EarthBox systems are property of Naples Botanical Garden (NBG).
- EarthBox systems are intended for use in schools or afterschool programs; they are not intended for personal use.
- All EarthBox systems are to be returned in the same condition as they were issued, barring normal wear and tear. **All EarthBox® systems must be returned clean.** Additionally, all EarthBox systems must be returned complete, including one aeration screen and one water fill tube per EarthBox. The borrower agrees to pay for the loss of or damage to any item and further agrees to accept NBG's assessment of condition of items and to further agrees to NBG's assessment of fair restitution for damage, dirtiness, delinquency, and/or loss of items in part or in total. This restitution could equal \$40 – the full replacement cost of the item plus a \$5 administrative fee.
- All items borrowed are to be returned to NBG by 5pm on their due date. Confirm return time in advance by emailing education@NaplesGarden.org or calling 239.315.7281.
- When items are not returned by the designated return date, NBG will issue a late fee of \$1.00 per day for each EarthBox with a maximum fine equivalent to the item's replacement cost (\$35) plus a \$5 administrative fee if not returned.
- Fines must be paid in full before borrowing additional items.
- Repeated failure to return items on time may result in revocation of borrowing privileges. NBG reserves the right to use appropriate steps to retrieve delinquent items or unpaid fines and fees. NBG also reserves the right to forgive fees due to special circumstances.
- Borrowers have the option of purchasing their EarthBox for \$35. To do so, contact education@NaplesGarden.org or 239.315.7281 prior to the designated return date.
- NBG retains the right to refuse the loan of any item for failure to comply with any of the above rules and regulations or for falsification of any information.
- NBG reserves the right to alter the lending policy at any time.

I affirm that I have read and fully understand this Lending Agreement and I understand that failure to comply with any of these policies set forth may result in revocation of my borrowing privileges.

Borrower contact information must be recorded on first page of this Agreement.

Name (print): _____

Signature: _____

Date: _____