

GLENDALE UNIFIED SCHOOL DISTRICT

PERSONAL EQUIPMENT USE WAIVER

School _____ Date _____

Employee Name _____ Location (Room) _____

Personal Equipment Description _____

Reason for Use _____

Cost _____

Dates to be used at site: From _____ to _____

As an employee of Glendale Unified School, I understand:

When prior approval has been obtained and a loss occurs, the employee's homeowner's insurance is the primary coverage. The District will only assume the cost of the deductible up to \$500 or the dollar value of the property, whichever is less. If the employee does not have homeowner's insurance, the maximum limit is still \$500. Normal wear and tear maintenance and repair will not be covered. Losses under \$50 shall not be reimbursed.

_____ I hold a homeowner's/renter's insurance policy with _____
(Insurance company) with a \$_____ deductible which would provide primary coverage for loss or damage to my personal property.

_____ I do not hold a homeowner's/renter's insurance policy.

Employee _____
Signature

Principal/Administrator _____
Signature

Chief Business and Financial Officer _____
Signature

Please return this form to the Business Office.
A signed copy will be returned for the school file.

Revised 11/14/2017 RED