

Verifone VX 680 3G  
IMEI: [REDACTED] 1016  
S/N: [REDACTED] -077

This device is for the sole use of Daemen College and its Student Clubs.

This device is being loaned to: \_\_\_\_\_ (department or club)

Approved date(s) of use: \_\_\_\_\_

Event/Activity name: \_\_\_\_\_

Fee for use:                 \$5.00 (student club)                 \$15.00 (department)

Receipts from all transactions taken during this time will be credited to our event account:

\_\_\_\_\_ (account #-#####-#####)

Fees incurred for these transactions will be charged to our department "Supplies and Other" account (#-#####-51502). I understand these fees are based on the cards used and can range from 2.5% to 4% of sales. (a summary of all transactions and the associated fees can be obtained by request from the Business Affairs office the month following the event)

I understand that our department is responsible for the care and proper use of this unit during our event. **We will be charged \$775.00 (replacement cost) for loss or damage of this unit.**

All receipts must be signed by purchaser and kept to be turned in to Business Affairs with the device and a daily receipt log.

The unit should be returned to the Office of Business Affairs, Duns Scotus #106, at the end of your event. Office hours are 8:30am to 4:30pm. There is a \$25.00 fee charged for late return.

The unit must be returned by 8:45am on: \_\_\_\_\_ (date)

\_\_\_\_\_  
(print name)

Phone # where you can be reached during rental

\_\_\_\_\_  
(Signature)

\_\_\_\_\_

Device returned and settled: \_\_\_\_\_  
(date)

\_\_\_\_\_  
Signature)