



RECREATION EQUIPMENT REQUEST FORM

RENTAL AGREEMENT:

- **Equipment must be picked up and returned by requestor, unless otherwise authorized.**
- **Requests must be made with the Swanton Recreation Operations Manager or Executive Director**
- **Please return equipment on time to ensure others have the same opportunity.**
- **Requestor will be held responsible for all damaged and missing equipment.**
- **Town of Swanton, dba Swanton Recreation is not liable for any injuries or damages to equipment that occur while equipment is in possession of the requesting individual or organization.**
- **Signature and/or (Legal Guardian signature if under 18 years of age) must be received before request can be approved**

Name

Email

Phone

Items Requested:

Dates Requested:

Renter/Guardian

Date

FOR OFFICE USE ONLY

Checked out by:

Date & Time

Received by:

Return Date & Time
