



## BEGINNINGS AND BEYOND TABLET AGREEMENT

EMPLOYEE NAME: \_\_\_\_\_ POSITION: \_\_\_\_\_

DATE ISSUED: \_\_\_\_\_

### Items Loaned / Condition

<u>Item</u>	<u>Loaned</u>	<u>Condition</u>
Tablet	Yes <input type="checkbox"/> No <input type="checkbox"/>	New <input type="checkbox"/> Used <input type="checkbox"/>
Power Cable	Yes <input type="checkbox"/> No <input type="checkbox"/>	New <input type="checkbox"/> Used <input type="checkbox"/>
Tablet Case	Yes <input type="checkbox"/> No <input type="checkbox"/>	New <input type="checkbox"/> Used <input type="checkbox"/>

Comments / Notes: \_\_\_\_\_

I understand that the tablet and/or accessories provided to me by Beginnings and Beyond are the sole property of Beginnings and Beyond. **I agree to the terms outlined in the Beginnings and Beyond tablet policy.**

I understand that I must report any damage, loss, or theft of the tablet and/or accessories to administration immediately. Additionally, I understand that I will not be held responsible for tablet problems resulting from technical malfunctions; however, I understand that I am personally responsible for any damage, theft, or loss of the tablet and/or accessories due to negligence.

I understand that a violation of the terms and conditions set forth in the Beginnings and Beyond tablet policies may result in the restriction and/or termination of my use of Beginnings and Beyond's tablets and/or equipment, and/or may result in further disciplinary action up to and including termination of employment.

By signing below, I am acknowledging all of the above-mentioned responsibilities and policies and am indicating that I have read and fully understand the Beginnings and Beyond tablet policy and agree to adhere to it.

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Witness Signature: \_\_\_\_\_ Date: \_\_\_\_\_