

# West Carleton Amateur Radio Club



## Equipment Loan Request Form

### ***Equipment Requested***

RF Explorer Spectrum Analyzer  
AAI N2061SA Vector Impedance Analyzer  
MFJ-269 HF/VHF/UHF SWR Analyzer

### ***Borrower's Name Contact Information & Loan Dates Requested***

Name First Surname

Callsign

Phone Number

Email address

Best way to contact you if necessary...

Date equipment needed

Return Date

*Note: A penalty of \$5.00 per day will be assessed for each piece of equipment overdue. Assessed Late fees will be given to WCARC in support of its activities.*

### ***Equipment Loan Procedure***

#### *Equipment Pick-up*

1. Fill out this form and email a copy to [ve3czo@gmail.com](mailto:ve3czo@gmail.com)
2. Arrange a pick-up location and time with VE3CZO – provide email or phone number for contact.
3. With the person loaning the equipment present, the lender will go through the equipment loan check-out procedure to insure the kit is complete, and in the test equipment is in working order.

#### *Equipment Return*

1. Arrange a return date and time with the lender. If the equipment is returning after the return date be prepared to pay any late fees.
2. With the person returning the equipment present, the lender will go through the equipment loan check-in procedure to insure the kit is complete, and the device is in working order.

The borrower is responsible for loss or damage to any equipment and must make restitution to the WCARC.