

Laptop Rental Agreement through Rollins College

This agreement, entered into on _____, 200____, between _____ (Student name) _____ (grad yr.) and Rollins College Information Technology details laptop computer rental conditions and serves as a laptop maintenance contract. If the student decides not to renew the rental contract for another year, he/she agrees to return the equipment by May 08, 2009 to Olin, room 256 (Lynette Grondahl's office). Rentals will be automatically renewed and billed (\$599.06) to the students' account the day after the return date unless we hear from you otherwise. Seniors will be billed the balance remaining on the laptop unless it is returned prior to the last day of finals.

Equipment: Rental orders submitted by mail may be considered confirmed if no contact is made by the Information Technology department within two weeks of the order postmark. If the computer malfunctions, it is the students' responsibility to contact Information Technology for an appointment to return the computer for repairs. If the computer is **in the shop for more than two consecutive weeks** (without a loaner available when one has been requested), the student has the option of canceling this contract and receiving a pro-rated refund of the fee paid (excluding tax). The student is responsible for backing up the computer and keeping it free of viruses and spyware using the tools provided by the college.

Damage/Liability/Theft: Repairs on the computer will be at the College's expense when normal wear and tear is involved. If the Shop determines that the computer has been abused in any manner (dropping the computer, foreign objects inserted in disk drive or keyboard, etc.), the student may be liable to pay Rollins College for the full cost of repairs or the replacement cost, whichever is less. The student is also responsible for the value of the computer if it is lost or stolen. We suggest that parents cover this on their homeowner or renters insurance policy. The retail replacement value of the computer with network connection is \$2250.00. [For your convenience, National Student Services, Inc., is the premier student personal property insurance provider in the United States; visit http://www.nssinc.com/ for more information.](http://www.nssinc.com/) Upon graduation, withdrawing, or taking a leave of absence from the college, the student is responsible for returning the computer and all peripherals in working condition or paying for it.

Rent-To-Own Policy: If you rent the **same** computer for **four** consecutive years, you own it. This offer is not valid if you upgrade or exchange models. If you would like to purchase additional memory or other upgrades, I.T. will install it for you once you make an appointment and bring it in. However, if you change your mind about renting the computer after making additions to it, you are responsible for the removal of these additions.

Rental Options:

| <i>Model</i> | <i>Yearly rate</i> | <i>Amount Received</i> |
|----------------------------------|--------------------------|------------------------|
| Laptop (RENTAL): | | |
| Lenovo ThinkPad X300 | \$562.50 | |
| 6.5% sales tax | \$36.56 | |
| Total laptop rental cost: | \$599.06 | |
| Printer (PURCHASE ONLY): | | |
| | <i>One time purchase</i> | |
| HP C4385 Printer/Scanner/Copier | \$145.54 | |
| 6.5% sales tax | \$9.46 | |
| Total | \$155.00 | |
| TOTAL (both) | \$754.06 | |

PLEASE PRINT THE FOLLOWING INFORMATION:

Name _____ R# _____ SSN _____
 Home Address _____
 Campus Address or Box _____
 Home Phone _____ Campus Phone _____

By signing this form, I agree to all terms set forth in this document. I also understand that I am responsible for the computer if it is lost or stolen.

Signature _____ Date _____

Please return with a check made payable to Rollins College, to:
 Lynette Grondahl, Information Technology, Rollins College, 1000 Holt Ave - 2767, Winter Park, FL 32789
 Or contact Lynette Grondahl at lgrondahl@rollins.edu or (407)628-6326, if you have any questions.

Note: All rentals are made on a first-come, first served basis. Printers will also be available for purchase at the beginning of the school year.

For Information Technology use only:

2nd Year Renewal 3rd Year Renewal 4th Year Renewal

DATE: _____ DATE: _____ DATE: _____