



Indiana Educational Resource Center (IERC)
PageBlaster Braille Embosser Agreement Form

In borrowing the *PageBlaster braille embosser* from the IERC, I agree to:

1. Assume responsibility for returning this item to the IERC upon end of use.
 - Retain packaging and return item in the **original box** in which it was sent.
 - Insert pin required for mailing in the back of the device.
 - Account for and return all items in the box, i.e., cords, power supply, manuals.
 - Return item via a trackable carrier with insurance options, i.e., UPS, USPS First Class Mail, FedEx, or delivered in person. **Do not** mail USPS “Free Matter for the Blind.”
 - When mailing, item must be insured for the replacement value of \$4,295.00.
 - Notify the IERC immediately when item is mailed along with the tracking number provided by the carrier.

2. Prevent loss or abuse of the *PageBlaster Braille Embosser*.
 - Return item in clean and working order.
 - **Return equipment immediately if it ceases to operate.**
 - Repairs to the PageBlaster will be covered with generated Federal Quota funds.
 - If item is unrepairable due to neglect, damage, or carelessness, or if the item is lost while in your possession, the district will be responsible for replacement.

Administrator’s Signature _____ Date _____

Administrator’s Name (Printed) _____ Phone _____

Staff Requesting Item _____ Position _____

School _____ School District/Cooperative _____

Address _____

City _____ State _____ Zip _____

Phone _____ Email Address _____

School where the item will be used _____

Student who will be using the *PageBlaster*: _____

School Year _____

RETURN FORM TO:

Indiana Educational Resource Center (IERC)
Administrative Office of ISBVI
5050 E. 42nd Street
Indianapolis, IN 46226
Phone: (317) 554-2740 / (800) 833-2198
ierc@isbvik12.org