

**Vermont Department of Environmental Conservation
Temporary Equipment Use Request / Approval Form**

The Vermont Department of Environmental Conservation requires awardees to submit a written request indicating the awardee wishes to temporarily borrow any equipment¹ owned by the State of Vermont.

Awardee Name:	
Application/Agreement #:	
Equipment Name/Type:	
Timeline of Equipment Use:	
Description of Equipment:	

By signing below the awardee certifies that they will temporarily borrow the above named equipment for the same use and intended purpose as outlined in the Aquatic Nuisance Control Manual under Availability of AIS Greeter Program I-Pads and Decontamination Units. **The awardee is responsible for any maintenance/repair/ replacement of the equipment on loan by the State of Vermont. The awardee must alert the State if the equipment is malfunctioning immediately. The equipment will be returned to the State in the same condition it was provided to the awardee, perfectly, and fully functioning.**

Awardee Signature

Date

Print Name

Awardee's Title

Please complete all of the fields above and submit this document to your DEC point of contact. The DEC Business Office will review this information and provide you with a signed copy once it has been approved.

DEC Business Office Only

By signing below The Vermont Department of Environment Conservation hereby grants your request to retain the equipment referenced above for the same use and intended purpose as outlined in the original award notification and application.

The DEC's Approval: _____ **Date:** _____

¹ **Equipment** *tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the non-Federal entity for financial statement purposes, or \$5,000.*