



**CITY OF MISSION COMMUNITY TOOL SHED PROGRAM**  
**Application for Borrowing Privileges**

**\*Application MUST be submitted in person; no emailed or mailed applications will be accepted.**

City of Mission Water Account # \_\_\_\_\_

Library Card #: \_\_\_\_\_

Name: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

City/State/Zip Code: \_\_\_\_\_

Work Phone: \_\_\_\_\_

Driver License #/State: \_\_\_\_\_

License Plate#: \_\_\_\_\_

Took Pickup Date/Time: \_\_\_\_\_

Staff Initials: \_\_\_\_\_

**Tools Requested: \* Note: Supplies will be loaned based on availability and if use is within guidelines.**

**These items MUST be returned.**

Equipment	Qty	Equipment	Qty	Equipment	Qty	Equipment	Qty
<input type="checkbox"/> Lawn Mower	_____	<input type="checkbox"/> Metal Rake	_____	<input type="checkbox"/> Weed Eater	_____	<input type="checkbox"/> Leaf Rake	_____
<input type="checkbox"/> Garden Shovel	_____	<input type="checkbox"/> Looper	_____	<input type="checkbox"/> Hand Pruner	_____	<input type="checkbox"/> Power Washer	_____
<input type="checkbox"/> Pole Pruner (Manual)	_____	<input type="checkbox"/> Tiller	_____	<input type="checkbox"/> Chainsaw	_____	<input type="checkbox"/> Post Hole Digger	_____
<input type="checkbox"/> Can Gas (only Lawn Mowers)	_____	<input type="checkbox"/> Gas/Oil Mix Can	_____			<input type="checkbox"/> Other	_____
		(Only Weed Eaters/Tiller/Chainsaw)					

**Initials**

**Conditions of Agreement (Please Initial All)**

- \_\_\_\_\_ ● You must be a resident or community group in the City of Mission to participate in the Community Tool Shed Program.
- \_\_\_\_\_ ● Tools are not intended for commercial/agricultural use and are strictly for personal/residential use.
- \_\_\_\_\_ ● You must provide I.D. and proof of address (ie. Paid Water Bill or other Utility Bill) with City of Mission address. (ID address must match water bill address)
- \_\_\_\_\_ ● If tools/equipment are not returned a \$50 late fee will be assessed beginning on the 3<sup>rd</sup> day and will be penalized for 6-months with no access to program.
- \_\_\_\_\_ ● You must Sign the Waiver of Liability form before tools can be loaned from the Tool Shed.

**For Power Washer Users ONLY**

- \_\_\_\_\_ ● I understand that if I am working on a home built before 1978, it is possible that the paint may be lead-based. I have been provided information regarding the hazards associated with lead-based paint.
- \_\_\_\_\_ ● Equipment

\_\_\_\_\_  
 Applicant Signature

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Administrative Staff Name

\_\_\_\_\_  
 Date

Tool Return Date/Time: \_\_\_\_\_

Staff Initials: \_\_\_\_\_

Returned Equipment Conditions \_\_\_ Good or \_\_\_ Damaged

Applicant Signature \_\_\_\_\_

# City of Mission Community Tool Shed Guidelines

## Initials

- \_\_\_\_\_ ● I am a resident or part of a community group in the City of Mission requesting to borrow the tools from the Tool Shed to complete residential beautification. Upon completing an application, showing proof of address and signing a waiver of liability form, tools may be signed out from the Tool Shed. Community Group applicants require a letter with letterhead from community group and or 501(c3) certificate.
- \_\_\_\_\_ ● I am responsible to pick up tools on Monday & Thursday between the hours of 9:00AM – 8:00PM. I will call ahead of time to make arrangements for return. You may return tools early if you are done borrowing tools. Returning days Wednesday before 8:00 PM and Saturday before 4:00 PM.
- \_\_\_\_\_ ● I am responsible for any injury to self or damage to my property or the property of others occurring from the use of the Community Tool Shed equipment/tools.
- \_\_\_\_\_ ● I am responsible for the use of tools by others/third party.
- \_\_\_\_\_ ● I am 19 years of age or older.
- \_\_\_\_\_ ● Power tools that require fuel (gas or oil mixture) will be loaned with an accompanying gas/oil mixture. I am required to purchase my own gas/oil mixture, if depleted, in accordance with the instructions and user manual for the tool/equipment (please refer to photo of gas/oil mixture).
- \_\_\_\_\_ ● I agree to store tools in a secure location protected from potential theft and inclement weather.
- \_\_\_\_\_ ● I agree to check out and return the item at Speer Memorial Library at Tool Shed location.
- \_\_\_\_\_ ● I will not use tools for Commercial, Agricultural use or for any financial gain.
- \_\_\_\_\_ ● No more than two tools may be borrowed at a single-time; no more than one type of tool may be borrowed at a time. For example, you may borrow a mower, rake, a wheel-barrow, and a weed-eater, but not two mowers at a time.
- \_\_\_\_\_ ● I agree that a \$50 late fee will be assessed beginning on the 3<sup>rd</sup> day and will be penalized for 6-months with no access to the program.
- \_\_\_\_\_ ● Tools that are not returned or returned damage and/or in non-working order, then 50% of the cost of replacements will be charged to the Mission Water Account Number listed above. Damage of the Tools above and beyond the “normal use” is your responsibility.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date