

**ZACHARY COMMUNITY SCHOOL SYSTEM**  
**Technology Insurance and Lease Agreement**  
**2014-2015 School Year**

Zachary Community School System (lessor) has a technology lease program, as well as a self-insured program which provides assistance for some damages and some repairs for all portable/mobile technology and accessories (ex. laptop and chargers). The leased property described herein is hereby leased by the lessor to the parent/guardian (lessee) named below. **This lease expires on April 30, 2015, unless otherwise provided herein.** There is a mandatory **prorated** fee of **\$35.00 per person**. The following insurance coverage applies:

**Section I:**

The following damages/repairs are covered at no additional charge to lessee.

- Defective equipment, battery, hard drive, CD drive, memory (RAM), motherboard, and logic board not due to liquid damage.
- Miscellaneous damages/repairs as determined by the Zachary Community Schools Technology Team

**Section II:**

The following damages/repairs not covered by Section I, but are covered with a **small deductible per occurrence**. Deductible is payable before a loaner will be issued, and before repairs are made and can be paid by cash, check, or money order.

- Cracked or damaged screens
- Damage to charger port or charging mechanism
- Chargers (stolen, lost, damaged, or not returned)
- Missing or broken key(s) from keyboard
- Graffiti on the laptop or charger
- Miscellaneous damages/repairs

**Section III:**

The following damages/repairs as a result of malicious, willful, negligent, or deliberate abuse are not covered by neither Section I nor Section II of this policy. Cost to repair and/or replace the equipment **will be determined based on damage**. Payment is due before a loaner will be issued, and before repairs are made or replacements are ordered and can be paid by cash, check, or money order. Repair and/or replacement costs will be determined by the Zachary Community Schools Technology Team which include but not limited to:

- damages caused by abuse, misuse, flood, fire, earthquake, or other external causes; a result of pet, animal, or insects; damage to charger port or charging mechanism; any issue when serial numbers have been removed; any laptop lost or stolen

**At the end of the school year, students may return laptops without a parent/guardian being present. If damage exists at the time of turn in, a form with the amount due will be sent home with the student. Payment for damages can be made at the Zachary Community School District before graduation. Failure to pay fees will result in the parent or guardian name being turned over to the District Attorney's office for collection/prosecution.**

**If a student leaves Zachary High School during the school year, all leased technology and accessories must be returned to Zachary High School on or before the student's last day of school.**

I have RECEIVED, READ, UNDERSTAND, and COMMIT to the terms and conditions written above. I understand that any damage will be my responsibility including any damage caused by someone else. **All blank spaces must be completed.**

Laptop Serial #	Laptop Tag #	School	Grade
Student Name (Please Print)	Student Signature	Date	
Parent/Guardian Name (Please Print)	Parent/Guardian Signature, Lessee	Date	
Parent/Guardian Mailing Address		Parent/Guardian Phone #	

**OFFICE USE ONLY**

ISSUED: ☐ Laptop    ☐ Charger

Received by: \_\_\_\_\_ Date received: \_\_\_\_\_ Amt. Paid: \_\_\_\_\_

☐ Cash                      ☐ Check #: \_\_\_\_\_                      ☐ Money Order #: \_\_\_\_\_