



NT Simulated Learning Environment (NT Sim Lab)

Equipment Loan terms and Condition of Hire

- a. The borrower is responsible for arranging freight and any costs associated with freight. A Consignment Note must be supplied and the NT Sim Lab must be notified as to when the items will be picked up by the borrower or courier.
- b. NT Sim Lab will ensure adequate packaging of equipment for freight pick up. The borrower is required to adequately package equipment to prevent damage, for return freight.
- c. The borrower must be adequately educated in the safe handling and operation of the loan equipment and ensure all other users are as well
- d. At the assessment of NT Sim Lab staff the borrower may require training in set up and usage. This training could take place at the borrower's venue or the NT Sim lab. If the borrower's venue is more than 1 hours travel from Darwin a moderate fee may be charged.
- e. The borrower will complete an Equipment Usage Log Sheet to record the hours of usage. This is for reporting purposes.
- f. The condition report will be completed prior to loaning and upon return of the equipment and will be signed by the borrower and lender.
- g. Equipment is to be returned in the same condition as received, the borrower shall report all damages or lost equipment to the lender.
- h. The borrower (excluding Royal Darwin hospital employees) is liable for any costs incurred resulting from damage or loss of equipment sustained during the loan period, including time in transit.
- i. The borrower will exercise all reasonable care when using and handling loan equipment and will take all reasonable measures to prevent abuse/ damage of the equipment.
- j. If equipment is lost, a period of one month to locate the lost equipment will be provided before borrower is charged the cost of replacing the equipment
- k. The borrower will not loan NT Sim Lab equipment to other parties, without prior consultation and approval from NT Sim Lab.
- l. Loan equipment is not to be used for commercial purposes.
- m. NT Sim lab reserves the right to provide 24hours notice for the recall of equipment during the loan period.