



VICTORIA HANDWEAVERS  
& SPINNERS GUILD

## Equipment Loan Request

### **To be filled out by the Guild Member:**

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

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

\_\_\_\_\_

Phone and/or email: \_\_\_\_\_

Member of the guild for \_\_\_\_\_ years

Date of request: \_\_\_\_\_

Equipment requested: \_\_\_\_\_

For how long/ and purpose: \_\_\_\_\_

\_\_\_\_\_

Anticipated return date (3 months max): \_\_\_\_\_

### **To be filled out by the Guild's Equipment Manager:**

Date of loan: \_\_\_\_\_

List of all associated tools/equipment and condition on loan:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Guild signature: \_\_\_\_\_

Date returned: \_\_\_\_\_

List of any missing tools or damage to equipment: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_