

SCHOOL DISTRICT OF NEW LONDON
RETURN OF PROPERTY RECEIPT

Name of borrower/renter: _____ Phone Number: _____

Address: _____

Original request form is attached which indicates items borrowed/rented.

- All** of the listed items have been returned.
- All of the listed items have been returned in good condition.
- The following items were not returned in good condition: _____

- **The borrower/renter will be charged \$_____ for required replacement or repair costs.**

- The items listed have been returned, with the exception of the following: _____

- **The borrower/renter will be charged \$_____ for required replacement or repair costs.**

Dated: _____

Signature of Borrower/Renter

Dated: _____

Signature of District Administrator or
Designee (include designee's position title)

Receipt of replacement/repair fee:

Amount: _____

Fee received on: _____