MENOMINEE INDIAN SCHOOL DISTRICT

683.1 Exhibit

Technology Equipment Management Agreement

Employees should read the entire Inventory & Equipment Policy and sign and date this form in the provided space below. Copies of this agreement will be kept on file in the IT and financial resources departments.

Hardware and Software Assets Assigned to Employee

Hardware Device	Model Number	Serial Number

By signing below, I agree to the following terms:

- I received and read the Inventory & Equipment Policy
- I received the hardware described above
- I understand and agree that any hardware equipment provided to me by MISD remains the property of MISD
- I understand I am not to modify or alter any hardware provided to me by the district without consent of the IT department
- I agree that, if I leave MISD or am terminated, I must return the hardware equipment provided by the district or pay the current market value as determined by the district
- I understand I must make reasonable efforts to protect all organization provided hardware equipment from theft and physical damage

Signature _____

Employee Name _____ Date_____

Department/Location _____

APPROVED: November 4, 2013