

Property Record for Trailers



**242 Fort Mervine Place, #1
 Monterey, CA 93944
 Phone 831-242-5506
 Fax 831-242-6310**

Date Out ____/____/____
 Due Date ____/____/____
 Front Desk Staff Initials _____

Sponsor Name* _____ **Rank** _____ **Branch** _____
Military ID # _____ **Expiration Date** ____/____/____ **Unit/Organization** _____
Address _____ **City** _____ **State** _____ **Zip code** _____
Phone (____) _____ - _____ **Alternate Phone** (____) _____ - _____ **Fax** (____) _____ - _____
Email Address _____

* Sponsor must be an authorized patron of FMWR Activities.

Renter Name _____ (Check here if same as above)
Address _____ **City** _____ **State** _____ **Zip code** _____
Phone (____) _____ - _____ **Alternate Phone** (____) _____ - _____ **Fax** (____) _____ - _____
Email Address _____

Item	Condition	Wk/Day	Wk/End	Holiday	# of Days	Total
Playmore		\$40	\$80			
Scamp		\$45	\$85			
Utility Trailer		\$15	\$30			
Cargo Hauler		\$20	\$40			

Tow Card # _____ License Plate # _____ Total Rental Fees _____

Item	Amount Issued	Checked In	Checked Out	Equipment Condition	Clean?	Damaged?
Spare Tire				Stove/Propane		
Key (s)				Ice Box		
Jack (s)				Cushions		
Hose (s)				Curtains		
Fire Extinguisher				Floor		
Propane Tank				Windows		
Adaptor				Sink/Water		
Other				Exterior		
				Lights		

List any problems here: _____

I will comply with rental policies and return the items in the same condition in which they were issued. I have checked all the property and all problems are listed above. I will pay for damages or lost items and/or a \$25 cleaning fee for items returned dirty. The undersigned further agrees to indemnify and will hold harmless DFMWR from any and all costs, charges, claims, demands and liabilities of any kind arising from the use of, participation in, or involvement with DFMWR facilities, equipment, services and or programs.

Renter Signature _____ Date ____/____/____

Adventure Staff Only

Date Out ____/____/____ Staff Initial _____ Date In ____/____/____ Staff Initial _____

Trailer Rental Policy, Agreement & Release of Liability



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Policy

- No refunds on any rentals returned unused.
- Cancellations of reserved equipment will not be refunded.
- Gear not returned clean will be charged a \$100 cleaning fee. Rinse everything with cold, fresh water.
- Equipment returned with damages will be charged applicable fees.
- There is a 'lost key' fee of \$25 for each key that was issued and not turned in.
- The rental fee for Trailers is on a 24-hour clock. All equipment must be returned by 4:30 p.m. on the return date or late fees will be charged.

Agreement and Release Liability

- I am voluntarily using this equipment with full knowledge of the dangers involved and agree to accept all risks of loss, injury or death.
- I have inspected the equipment I am renting and agree it is in correct working condition and that I understand the proper use of the equipment.

Damage Release Form

I, _____, have inspected the equipment I am renting from ODR. The equipment I am renting is free from rips, tears, burn marks, holes, dings, dents, etc., and is in good working condition unless otherwise noted below. I will assume all responsibility for this equipment and am prepared to pay for all damages and late fees if I return the equipment late or damaged.

By signing below I hereby agree to the above statements regarding rental policy, agreement, liability and damages.

Gear/Equipment Numbers and/or Sizes:

Note all damages below:

Renter Signature _____ Date ____ / ____ / ____

Playmore/Scamp Trailer Cleaning Guidance



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A signed and dated copy of this form must be obtained by ODR before any camp trailer rental.

As part of your contract for use of the ODR Playmore/Scamp Trailer, we provide you with this list of cleaning duties to assist you with the return of the camp trailer and to help you avoid any additional cleaning charges for trailers returned dirty. We request the items listed below be completed upon return.

- Wipe clean and remove all grease, dirt and smudges from stove and ventilation area.
- Clean and dry the ice box.
- Clean and dust cabinets, table, and cushions
- Remove all dirt, dust and fingerprints from windows.
- Sweep and mop the floors.
- Wash the exterior.

My signature below indicates my clear understanding of the above duties and my agreement to comply. A minimum fee of \$100 will be charged for any non-compliance with the above cleaning guidelines.

Renter Signature _____ Date ____/____/____