

STUDENT COMPUTER RENTAL AGREEMENT – STUDENT RESPONSIBILITIES ADDENDUM

Students participating in the Computer Rental Program will be expected to exercise caution and diligence in protecting their assigned equipment. Auxiliary Services Corporation oversees the SUNY Oswego Laptop program, and will coordinate any repairs / replacements of laptops.

Under specific circumstances, the student may be responsible for the *FULL REPLACEMENT* value of the laptop. In other circumstances, the student may be required to satisfy a “flat” deductible of \$500. Some general scenarios relating to these responsibilities are attached.

The final interpretation and decision about your costs to repair or replace your laptop will be made at the discretion of Auxiliary Services Corporation. The decision whether to repair or replace your assigned equipment rests solely with Auxiliary Services. Also, in the event that other insurance or recovery is available, (such as the laptop manufacturer’s warranty) Auxiliary Services will coordinate this transaction and will be entitled to all proceeds / benefits.

In the event of damage, loss, destruction of your laptop, it is your responsibility to:

1. Notify our Risk Management Administrator by calling him at:

Mike Brooks
Austin & Co., Inc.
20 Corporate Woods Boulevard
Albany, NY 12211-2350
518-465-3591
518-465-3968 (fax)

2. Cooperate with their instructions and need for documentation.
3. Make every reasonable effort to recover / protect the equipment.
4. Cooperate with University Police or any other organization who is attempting to recover stolen equipment or to investigate the event.
5. Satisfy the instructions of Austin & Co., Inc. regarding either the \$500 deductible or the FULL REPLACEMENT cost.



EXAMPLES OF YOUR COST UNDER DIFFERENT CIRCUMSTANCES

\$500.00 Deductible

1. The equipment is damaged / destroyed as a result of fire, earthquake or some naturally occurring event. The student had no role in creating the event.
2. The laptop is stolen and there is physical evidence of forced entry into the student's room, car, etc.
3. The laptop is taken by force, or under the threat of force.
4. The laptop is damaged when the owner accidentally spills liquid on the equipment.
5. The laptop incurs damage from physical force, which is accidental. Examples would include being dropped off a desk, or if a person carrying it falls down the stairs, etc.
6. Another party damages / destroys the laptop – essentially vandalism.
7. An electrical surge during normal use causes damage or destruction.

Full Replacement Cost

1. The laptop is damaged, stolen, or destroyed in a vehicle, but the vehicle shows no sign of forced entry.
2. A student intentionally damages or vandalizes the laptop.
3. The laptop simply “disappears” with no evidence of forced physical entry/ robbery.
4. The laptop is damaged as a result of any criminal act perpetrated by the student.
5. The student loans the laptop to a friend. The laptop is later missing or destroyed.
6. Students had guests in the room and the laptop disappeared soon afterward. There was not evidence of a break-in.

Note: In the event of physical damage to the laptop that results in repairs costing LESS THAN \$500, the student will be responsible for the full cost of the repair!

An example: The unit incurs \$359.00 of damage from scenario #4, Spills onto the laptop. The student is responsible for the full cost of the repair (\$359.00) since it did not meet the \$500.00 deductible.

ACKNOWLEDGMENT AND SIGNATURE PAGE

Student Computer Rental Agreement – Student Responsibilities Addendum

I hereby acknowledge that I have reviewed the Student Responsibilities Addendum in detail. I recognize my responsibilities regarding custody, repair, and replacement of the equipment assigned to me.

ASSIGNED EQUIPMENT

Model _____

Serial Number _____

Related Equipment (describe) _____

STUDENT INFORMATION

Student Name _____

Student ID Number _____

Student Signature _____

Date _____

CO-SIGNER INFORMATION

Co-signer Name _____

Co-signer Phone Number _____

Co-signer Address _____

Co-signer Signature _____

*A co-signer must be someone who is not a spouse, but is over 21 years of age and is accepting responsibility as a joint debtor to Auxiliary Services.

