

TRAVELING TRUNK RULES AND REGULATIONS

1. The traveling trunk may be used by any institution or group for educational purposes.
2. The trunk must be reserved at least one week ahead of a scheduled reservation start.
3. The trunk is available on a first-come, first-served basis.
4. The trunk reservation time is two weeks.
5. The trunk must be used with adult, 18 years or older, supervision and stored in a secure location.
6. The person checking out the trunk, or borrower, is the responsible party for any damages or losses the trunk may endure. Anything deemed outside "normal wear and tear" by Georgia's Old Governor's Mansion is subject to additional charges.
7. The borrower agrees not to hold Georgia's Old Governor's Mansion liable for any injury that may result from use of the trunk or its contents.
8. The trunk is to be returned to the Mansion, with all of the contents intact, within the two week reservation period. Late fees may apply for a trunk returned after the two week period.
9. Unless other arrangements are made with the Mansion in advance, the borrower is responsible for picking up the trunk and returning the trunk to Georgia's Old Governor's Mansion.
10. The borrower agrees to pay the rental fee of \$25 for a two week use of the traveling trunk, due at the time of pick up.

By signing this form you agree to all of the above rules and regulations of the traveling trunk.

Borrower Signature: _____ Date: _____