



## Laptop Agreement

This technology equipment is the property of Thomasville City Schools of Thomasville, Georgia, and is herewith being assigned to the employee only for educational purposes associated with the employee's position. By signing this document, I agree to use the laptop plus associated peripherals and software in connection with my employment with Thomasville City Schools and shall not permit any other person to possess or use the laptop or the software. I shall not sell, lease, or otherwise grant anyone rights to the laptop or the software. I shall adhere to the Acceptable Use Policy of the Thomasville City School System and comply with all applicable copyright and other regulations regarding the software.

I agree to promptly inform Thomasville City Schools of loss or damage of the laptop. In the event of a loss I agree to cooperate with Thomasville City Schools in filing a police report and to fully cooperate in any ensuing investigation. I understand that I am responsible for the full cost of replacing the laptop if it is lost or for necessary repairs.

I acknowledge that the laptop is provided for my use only while I remain an employee of Thomasville City Schools. If I cease employment with Thomasville City Schools, I will return the computer to my supervisor before my last date of employment. The laptop will be returned in the same condition as on the agreement date of issue, reasonable wear and tear excepted. If I fail to return the laptop by my last date of employment, Thomasville City Schools may treat this as a loss. I realize this may result in my being subject to criminal prosecution and/or civil liability.

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Model & Serial Number of Laptop \_\_\_\_\_

Print Name \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

Supervisor's Signature \_\_\_\_\_

Date \_\_\_\_\_