



**CALIFORNIA MISSIONS TRAVELING TRUNK
LOAN AGREEMENT**

Benicia Historical Museum
2060 Camel Road, Benicia, CA 94510
(707) 745-5435 Fax: (707) 745-5869
Web Site: www.beniciahistoricalmuseum.org



The borrower is responsible for pick-up and drop-off of the Traveling Trunk during the following office hours: 9:00 to 2:00pm. Tuesday-Friday. The Trunk contents should be handled with care and returned on time and in the condition in which they were received.

NAME: _____

SCHOOL OR GROUP NAME: _____

ADDRESS: _____

CITY: _____ ZIP CODE: _____

PHONE: (____) ____ - _____ HOME PHONE: (____) ____ - _____

PICKUP DATE: _____ RETURN DATE: _____

NUMBER CHILDREN USING THE TRUNK: _____ AGE _____

Payment:

A \$20.00 refundable damage deposit is needed upon loan.

Rental fee: \$10.00 a week, \$15.00 two weeks

Additional weeks: \$5.00 a week

MUSEUM MEMBER AT TEACHER LEVEL: YES / NO

DAMAGE DEPOSIT \$20 + RENTAL PAYMENT: \$ _____ TOTAL: \$ _____

RECEIVED ON: _____ BY (museum staff): _____

BORROWERS SIGNATURE UPON LOAN: _____

Students' letters and artwork are welcomed and may be placed on display or used as promotional material. My initials give permission to use my students' artwork. _____

RECEIVED IN GOOD CONDITION BY (museum staff): _____

CONDITION NOTE: _____

DEPOSIT HELD OR RETURNED: _____

DATE: _____

Please call the museum office regarding our Educational Program: Tours and Hands-on activities, The Native American Traveling Trunk, the Benicia Painted Tiles and Historic Structures Walking Tour, Workshops and Events.

**Without this form and the payment we cannot guarantee your loan of the traveling trunk.
The Trunk will be rented at the discretion of the Educational Coordinator.**