



TRAVELING TRUNK LOAN AGREEMENT
Benicia Historical Museum
2060 Camel Road, Benicia, CA 94510
(707) 745-5435 ♦ info@beniciahistoricalmuseum.org
www.beniciahistoricalmuseum.org

The borrower is responsible for pick-up and drop-off of the Traveling Trunk during the following office hours: 9:00 AM to 2:00 PM, 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 GOURP NAME: _____

ADDRESS: _____

CITY: _____ ZIP CODE: _____

PHONE: _____

EMAIL: _____

NATIVE AMERICAN TRUNK: _____ MISSION TRUNK: _____

PICK-UP DATE: _____ RETURN DATE: _____

NUMBER OF CHILDREN USING THE TRUNK: _____ GRADE: _____

Payment:

A \$25 refundable damage deposit is required at the start of the loan.

Rental fee: \$25 a week.

PAYMENT TOTAL: _____

RECEIVED ON: _____ BY (Museum Staff): _____

BORROWER'S SIGNATURE: _____

Students' letters and art work are welcomed and may be placed on display or used for promotional material. Borrower's initials give permission for Museum use of student's submissions: _____

Return:

RECEIVED IN GOOD CONDITION BY (Museum Staff): _____

CONDITION NOTES: _____

DEPOSIT HELD OR RETURNED: _____ DATE: _____

This form and deposit are required for rental of the travelling trunks. Please call the Museum office with questions or to find out about educational tours offered at the Museum.