



United States  
**Environmental Protection Agency**  
Washington, DC 20460

PERSONAL PROPERTY LOAN AGREEMENT

1. Loan Number

2. Loan Date:

From: \_\_\_\_\_ To: \_\_\_\_\_

3. Recipient

Address:

Point of Contact:

Phone/Fax:

4. Purpose of Loan:

5. The property described below is offered by the U.S. Environmental Protection Agency for use without charge to the recipient named above for a period not to exceed one year. (Give complete description and identification numbers, if any.) Use continuation sheet if necessary.

Item Number	Description	EPA Decal Number	Serial Number	Acquisition Cost

6. This agreement is entered into with the understanding that the property identified shall remain that of the U.S. Environmental Protection Agency and that this agreement may be terminated by submission of a ten (10) day prior written notice to the recipient by EPA (see full terms and conditions on reverse).

**Environmental Protection Agency**

\_\_\_\_\_  
Name/Title of EPA Authorized Official

\_\_\_\_\_  
Signature

**Recipient**

\_\_\_\_\_  
Name/Title Recipient

\_\_\_\_\_  
Signature

## Terms and Conditions of Loan

1. The Recipient shall:
  - A. return the loaned property in like condition as when received from EPA, normal wear and tear excepted, and free of contamination, on or before the expiration date (as set forth in Section 2 of the first page of this Loan Agreement), unless the loan period is formally extended or terminated before the expiration date;
  - B. in case of loss or damage of the loaned property, reimburse EPA at the current price of the replacement or repair;
  - C. assume all cost involved in preparing, handling, loading, disconnecting, and transporting the loaned property from and to EPA;
  - D. indemnify and hold harmless the United States against any and all liability loss, damages, claims, and costs incidental thereto as a result of Recipient's use or possession of the loaned property; and
  - E. use the loaned property only for the purpose specified in the loan agreement.
2. The loaned property shall not be modified, loaned, or transferred to a third party without the prior written permission of EPA.
3. The Recipient shall account for, or permit physical inspection of, the loaned property by EPA after notification from EPA.
4. Title to the loaned property is vested in and will remain with the United States and the loaned property shall be used only for official purposes (as described in Section 4 of the first page of this Loan Agreement).

I have read and understand the terms and conditions of this loan agreement.

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Signature