



The County of Powhatan, Virginia Emergency Management



Concept:

The Powhatan Office of Emergency Management has many assets that are used both in emergent and non-emergent situations to support essential functions. In addition to these official uses there are times that these assets may be used for non-essential functions. The following outline appropriate uses for this equipment as well as the use agreement that must be completed in advance of using the equipment.

Rules:

1. Official government use is always the priority for equipment regardless of emergency status. If needed, the loan of equipment will be cancelled.
2. The borrower is responsible for the transport and operation of equipment
3. The borrower is responsible for returning it in the same manner as it was picked up (cleanliness, fuel, etc.)
4. The borrower is financially responsible for any damages incurred, this does not include items such as burned out bulbs or equipment failures that the borrower did not cause through normal use/operation.
5. Equipment is only loaned to non-profits or groups supporting a not-for-profit event
6. Equipment is not loaned to individuals or for-profit entities
7. If equipment is needed while out on loan the Office of Emergency Management will pick the equipment up from the borrower’s location with little to no notification

Powhatan Office of Emergency Management Equipment Use Agreement

Email this form to tberry@powhatanva.gov

Name of Borrowing Association:

Name of Responsible Individual:

Email and Phone Number of Responsible Individual:

Type of Equipment Requested:

Location Equipment will be used:

Date and Time Equipment will be Picked Up:

Date and Time Equipment will be Returned:

Requestor Signature: _____ Date: _____

Approved: ___ Denied: ___ EM Signature: _____ Date: _____