

**Mid-Missouri Area Health Education Center  
SCIENCE RESOURCE LIBRARY  
AGREEMENT FORM**

1. No materials will be loaned without a signed agreement between the school and the Mid-MO AHEC. One signed agreement is valid throughout the current school year.
2. We appreciate a seven-day advance reservation. Items are reserved on a first-come basis.
3. A few of the resources can be sent through the Post Office, however, most will require the teacher or the teacher's designee to pick up and return the items. We recommend calling ahead and setting a specific time for pick-up and return.
4. Mid-MO AHEC will work with one person at each school. That person does not have to pick up or return the materials, but all reservations for materials to be borrowed will funnel through one person.
5. The cost to replace damaged or missing materials will be charged to the person who requested them.
6. If items are not returned as scheduled, a late charge of \$5.00 per day will be invoiced to the person requesting the item.

Name of School \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_ Phone \_\_\_\_\_

School Contact Name \_\_\_\_\_

Signature \_\_\_\_\_

E-mail \_\_\_\_\_

School Phone \_\_\_\_\_

Principal Name \_\_\_\_\_ Date \_\_\_\_\_

Principal Signature \_\_\_\_\_

Principal E-mail \_\_\_\_\_

Please return completed form to: Mid- Missouri AHEC  
1110 W. 11th Street  
Rolla, MO 65401

or FAX to: 573-364-8972

If you have questions, please call 573-364-4797.