Request ICT Equipment – Short Term Loan

Date: 

Preschool/School: 

Preschool/School Address: 

Postcode: 

Telephone: Fax: Courier: Email: 

Contact Person and Role: 

(DP, AP, Coordinator, Teacher) 

Name of Child/Student: ED ID 

Parent/Caregiver: 

Home Address: 

Postcode: Telephone: 

Is the resource to be taken home use? Y N 

Age: DOB: Year Level Level of Support 

Gender: M F NEP Y N Aboriginal/Torres Strait Islander? Y N 

Under the Guardianship of the Minister? Y N 

Equipment Requested: 

Please identify ICT training the teacher/SSO needs to assist in the use of this equipment: 

Borrowing conditions: 

This equipment is 
• on loan for 1 term for the purpose of trial and evaluation 
• to be returned promptly to SERU at the end of the loan period 
• not to be taken off the school site during the loan period. 

I agree to accept responsibility for this equipment while it is on school property and will ensure that it is returned to SERU in good repair.

Principal/Director Principal’s Delegate 

FOR OFFICE USE ONLY 

Manager, SERU Project Officer - ICT Date 

A copy of this and other proformas can be found on the SERU website: 
web.seru.sa.edu.au