

Center for Higher Learning Computer Equipment and Room Use Agreement

The Computers in the Center for Higher Learning (CHL) represent a significant investment for the benefit of our community members. Thus, access to the CHL facility will be limited to individuals who have been trained in the Usage Guidelines and Procedures and agree to abide by the following:

1. I will treat the computer equipment and facility as if it were my own.
2. I will NOT use the computer equipment or facility for any illegal or inappropriate activities.
3. I agree to pay for the replacement of any equipment that I damage (Liquids and Food Products are especially lethal to electronic equipment and keyboards).
4. I understand that computer paper and print cartridges are costly and I will only use a reasonable few sheets for my personal needs. I will bring my own paper for my use in producing any club related (or personal) flyers and large documents. The computer paper is currently being provided courtesy of the Computer Club.
5. No children under the age of 14 may use the computers. Children aged 14 to 18 may use the computers if accompanied by AND directly supervised by a member who has authorized access.
6. I will fill out a Problem Report Form for any problems with the computers (and I will place a note on any machine that I have reported a problem).
7. I understand that it is my responsibility to save my data on external memory devices (which I will provide); and I further understand that any data I save on the computers may be erased when the computer is re-started.
8. I understand that there will be times when the CHL may be unavailable to me (i.e. - when scheduled classes and meetings are being held).
9. I will call the greeters at **480-797-1662** if I see any of our rules violated.

This Agreement may change from time to time and I understand that violating the terms of this Agreement can result in the revocation of my access to the Center of Higher learning and associated use of the Computers.

I agree to abide by the terms of this Agreement and will follow the CHL Guidelines and Procedures for the Center for Higher Learning.

Printed Name: _____

Lot # _____

Signature: _____

Date: _____

Badges will be activated within 48 hours after completion of the orientation process & signing of this document.