

Use this form together at pickup. Fill every agreed detail, photograph the tool and included items, and keep a copy or photo of the signed pages.

1 OWNER, RENTER, AND RENTAL DATES

OWNER FULL NAME	RENTER FULL NAME
OWNER PHONE / EMAIL	RENTER PHONE / EMAIL
PICKUP DATE AND TIME	AGREED RETURN DATE AND TIME

☐ The owner and renter checked each other's photo ID at handoff (do not copy or record it)

2 TOOL, ACCESSORIES, AND PICKUP CONDITION

TOOL DESCRIPTION
Example: 18V cordless drill/driver

BRAND	MODEL	SERIAL / ID NUMBER
AGREED REPLACEMENT VALUE	PICKUP PHOTO COUNT	
INCLUDED ACCESSORIES AND QUANTITIES		<i>batteries, charger, blades, case, keys, manuals, etc.</i>
EXISTING WEAR, DEFECTS, MODIFICATIONS, OR MISSING ITEMS <i>write 'none' if none observed</i>		

☐ Required guards and safety features are present ☐ Tool was demonstrated / tested at pickup

3 MONEY AND RETURN TERMS

RENTAL FEE / RATE	REFUNDABLE DEPOSIT	PAYMENT METHOD / DATE
LATE-RETURN AMOUNT OR OTHER LATE-RETURN PLAN	<i>extensions must be agreed in writing before the due time</i>	
CLEANING, FUEL, BATTERY-CHARGE, OR CONSUMABLE EXPECTATIONS		

- The deposit is refundable after timely return in the recorded condition, allowing for ordinary wear from agreed use.
- Any deduction should be explained in writing and supported by the pickup and return record; the renter receives the remaining deposit promptly.

4 FAIR RESPONSIBILITIES**OWNER AGREES TO:**

- Confirm they may rent the tool and describe its condition, included items, known defects, and agreed replacement value accurately.
- Provide the tool in working condition with required guards and safety features, and demonstrate normal operation when practical.
- Use the signed pickup and return record when deciding whether any deposit deduction is appropriate.

RENTER AGREES TO:

- Inspect the tool and listed items, use them only as intended and within their experience, and follow manufacturer instructions.
- Not lend or transfer the tool to another person without the owner's written permission.
- Return the tool and all listed items by the agreed time, and promptly report loss, theft, malfunction, or new damage.

Loss or new damage: The renter is responsible for loss or new damage occurring during the rental, excluding ordinary wear from agreed use, up to the reasonable repair cost or the agreed replacement value above.

5 PICKUP AGREEMENT AND SIGNATURES

- ☐ We reviewed the completed details, tool condition, included items, money, and return expectations together.
- ☐ We each received or photographed a complete copy of this signed record.

OWNER SIGNATURE

PRINTED NAME AND DATE

RENTER SIGNATURE

PRINTED NAME AND DATE

6 COMPLETE TOGETHER WHEN THE TOOL IS RETURNED

ACTUAL RETURN DATE AND TIME

RETURN PHOTO COUNT

- ☐ Returned on time ☐ All listed items returned ☐ Condition accepted

RETURN CONDITION, NEW DAMAGE, MISSING ITEMS, OR OTHER NOTES

write 'no change' if condition is unchanged

DEPOSIT RETURNED

AMOUNT DEDUCTED

DATE / METHOD RETURNED

WRITTEN REASON AND SUPPORT FOR ANY DEDUCTION

repair estimate, replacement receipt, agreed late amount, etc.

OWNER RETURN SIGNATURE / DATE

RENTER RETURN SIGNATURE / DATE

KEEP BOTH PAGES The owner and renter should each keep the signed record and the pickup/return photos with their messages and payment receipt.