



Monte L. Bean
Life Science Museum
 Brigham Young University

Education Collection
 Monte L. Bean Life Science Museum
 Brigham Young University
 Provo, UT 84602
 (801) 422-5052
 (801) 422-0093 FAX

GENERAL PUBLIC RENTAL REQUEST FORM

Name:	Date Out:
Address:	Date Due:
Phone:	Purpose of the loan:
Email:	

Specimens in the education collection are available for loan as long as the following conditions are met:

1. Payment of a of **\$10 rental fee** for each specimen rented.
2. All specimens must be returned to the museum within **2 weeks**.
3. A **\$5 per day late fee** will be charged for all specimens not returned by the due date.
4. In addition to late fees, a **\$50 fine per item** will be charged for missing items.
5. No more **5 specimens** can be rented out at a time.
6. A credit card is required when scheduling to pick up items from the education loan collection.
 The credit card will not be charged until items have been checked out and returned.

Exceptions must be approved by museum education administration.

Specimen List:

No.	Museum No.	Description	
1			
2			
3			
4			
5			
Total amount due			

Renter's Signature:	Approved by:
Condition of specimens sent:	Condition of specimens received:
Received by:	Date returned: