



ABN: 86 800 958 958

**Monash Graduate Association Inc. (MGA) Portable Device Loan Agreement**

This AGREEMENT is made on the .....day of ..... 20.....

**Between:**

**Monash Graduate Association Inc. (the Lender) And**

.....  
**Full name of Monash University currently enrolled graduate student (the Borrower)**

.....  
**Student Identity Number** **Student mobile number**

**Principles**

- A. The MGA is a not-for-profit representative association operating on all Australian campuses of Monash University. The MGA is recognised under Part 9 of the Monash University (Council) Regulations. The MGA has an obligation under the Student Services and Amenities Fee (SSAF) legislation to provide services and activities of direct benefit to their constituents.
- B. The MGA uses some of its funds to benefit students in need of financial assistance or in-kind support. This agreement allows a student to borrow a wholly owned MGA portable device for any reason including financial difficulty, or loss or theft or damage to their own device.

**The parties AGREE:**

The Borrower and Lender have read and agree to abide by all the terms and conditions contained in the MGA Portable Device Loan Terms and Conditions which are incorporated into this agreement. The Lender agrees to complete Schedule 1 of this Agreement if applicable. The agreement will cease upon the return of the portable device to an authorised MGA officer by the Borrower.

**The Borrower borrows:**

Portable device (laptop) and accessories: .....

Time and date out.....

Loan period & return date.....

**Signed by: an MGA Authorised officer for and on behalf of the MGA**

.....  
MGA Authorised Officer Name **The Borrower**

**Laptop returned and checked by:** .....

Name Date



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## **Schedule 1**

### **Report of loss or damage to portable device**

Student Name:

Student ID:

Date of incident:

Description of Incident:

Remedial steps taken: