



Equipment to rent - February 2014

Item	Rental	Deposit
Louet W40 Folding Table Loom, four harness	\$7.50 per month	\$25.00
Louet Drum Carder	\$5.00 per month	\$25.00
Louet Spinning Wheel	\$7.50 per month	\$25.00
Swift	\$5.00 per month	\$25.00
Ball winder	\$5.00 per month	\$25.00
Projector	\$5.00 per month	\$25.00

How to rent equipment

You must be a current member to rent equipment.

Contact the current Equipment Manager, [Jan Gallagher](mailto:jan@ibelievedesign.com), jan@ibelievedesign.com, to reserve equipment or make an appointment to pick up equipment. You must be a current guild member with a paid membership in order to rent equipment. Exchanges can be made at meetings if you call ahead.

Rental contract

One month's rent, in cash or check, along with a deposit check will be collected when you sign a contract to rent equipment. You will get your deposit check back when the equipment is returned in good condition. The contract states that you are responsible for the equipment while it is away from the library. Please make sure it is clean and ready for the next person to use. If equipment is NOT working properly, contact the Equipment Manager, [Jan Gallagher](mailto:jan@ibelievedesign.com), at once.

Returning the equipment

Make an appointment with the Equipment Manager, [Jan Gallagher](mailto:jan@ibelievedesign.com), to return the equipment. It is assumed you will keep the equipment only one month. If you need it longer, contact [Jan Gallagher](mailto:jan@ibelievedesign.com) to see whether or not someone else has reserved it.