

User license agreement portable device

Esprit Association of Schools in Amsterdam, herein represented by **[Name], [Director/Rector] [Name School]**, hereinafter referred to as employer

and

[name employee], working as **[job title employee]** at Esprit Association of Schools, hereinafter referred to as employee:

Hereby declare that they have entered into a user license agreement Portable Device, hereinafter referred to as "equipment", for the duration of the employment of employee. The following conditions apply to this agreement:

- Employer provides employee with equipment for the purpose of the performance of the duties of the employment.
- The equipment is the property of employer and is given on loan to employee.
- This agreement stipulates the specific usage conditions under which employee can use the equipment.
- If the provisions of this agreement are in conflict with the provision of the distribution agreement concerning the equipment, the provisions in this agreement are given preference.
- By signing this agreement employee agrees with all conditions stipulated therein.

1. Nature and performance

The type of the equipment and the subscription will be determined and purchased by employer. The type of equipment and the subscription has been specified in the integral part of this agreement titled "Equipment details".

2. Rights and obligations employee

- a. Employee hereby declares to have received the equipment in proper order and will not pawn or in any other way transfer equipment to third parties.
- b. Employee is responsible for keeping the equipment in proper and presentable order.
- c. Employee is forbidden to use the equipment for activities which are contrary to the company objectives or that can in any way harm the image of employer.
- d. At least 90% of the use of the equipment is for professional purposes.
- e. Employee is forbidden to use the equipment for activities which are contrary to the company objectives or that can in any way harm the standing of employer, or that exceed the limits of decency and propriety.

3. Theft and damage

1. Employee is required to exercise due caution and take security measures to prevent damage to, theft of or loss of the equipment.
2. In case of damage to or theft of the equipment, employee is obliged to report this to employer as soon as possible, though no later than 24 hours after the fact. In addition, employee is required to immediately block use of the equipment through the customer service of the provider or the internal contact.
3. Employee can be held accountable for damage to the equipment that has arisen from culpable negligence or inattention.

4. Term of use

- a. Employee is required to return the equipment in complete order within the established period of loan or upon first request of employer. If employee fails to do so, employee accepts the obligation to pay the residual value of the equipment to employer.
- b. By signing this agreement employee hereby declares to have read, understand and agree with the consequences of this agreement.

Thus declared, drawn up in duplicate and signed in Amsterdam,

Esprit Association of Schools,

Amsterdam,

Amsterdam,

[name employee]

[Naam Director/Rector]

Details Portable Device

Personal details

Name:

Job title:

Department:

Hardware details

Brand:

Type:

IMEI/Serial number:

Date of first use:

Additional notes

To replace

Old equipment returned