



RECORD OF PERSONAL PROPERTY LOAN TO DOMESTIC ORGANIZATIONS*



1. NIH LOAN NO

2. NIH LENDER (Name, IC Organization, Address, Phone, and email)

3. BORROWING ORGANIZATION AND INDIVIDUAL
(Name, Organization, Address, Phone, and email)

4A. DECAL NO.	B. DESCRIPTION (Manufacturer, Model, Official Name, Serial No.)	C. QUANTITY	D. ASSET VALUE	E. ACQUISITION DATE (mm/dd/yyyy)
	F. TOTAL ACCOUNTABLE PROPERTY			
	G. TOTAL NON-ACCOUNTABLE PROPERTY			
	H. TOTAL PROPERTY			

5. JUSTIFICATION (Include a description of the intended use, purpose, and how this loan will benefit the U.S. Public Health)

*Federal/Non-Federal

(continued on next page)

6. NIH SIGNATURES

A. NIH LENDER	DATE (mm/dd/yyyy)
B. SUPERVISOR OF NIH LENDER	DATE (mm/dd/yyyy)
C. IC SCIENTIFIC DIRECTOR (or Delegated Official)	DATE (mm/dd/yyyy)
D. IC PROPERTY ACCOUNTABILITY OFFICER	DATE (mm/dd/yyyy)
E. APPROVING PROGRAM OFFICIAL - IC EXECUTIVE OFFICER (or Delegated Official)	DATE (mm/dd/yyyy)
F. CHIEF, PROPERTY MANAGEMENT BRANCH, DLS, OD	DATE (mm/dd/yyyy)

7. TERMS FOR BORROWER

****This loan shall be made for a period not to exceed 12-months commencing from the date of the final loan approval (7f.)****

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| <p>a. The property of the United States Government described above is loaned for the period commencing _____ and ending on _____, unless terminated earlier at the discretion of the NIH. The property shall be used only for the purpose described above and in compliance with all applicable Federal, State, and Local laws.</p> <p>This agreement shall terminate automatically upon any violation of the requirement in the preceding sentence. Borrower shall immediately notify NIH of any unauthorized use of the property and will return all loaned property at the borrower's expense as directed by NIH. Paragraphs b, c, e, f, g, h, and the first sentence of paragraph d shall survive any termination of this agreement.</p> | <p>The borrower's responsibility for that entire risk shall commence upon receipt of the property by the carrier contracted by the borrower. All transportation expenses incident to the delivery or return of the property will be at the borrower's expense. The borrower agrees to: (1) provide NIH with a verified inventory of the property received within ten (10) days of receipt; and (2) immediately notify NIH of any accident or event of loss or damage involving the property.</p> | <p>The borrower agrees to keep the property in good working condition and order. Reasonable wear and tear accepted. At the sole expense of the borrower, any/all parts, mechanisms, or devices furnished for maintenance or repair shall become part of the property and shall be owned by NIH. The borrower shall not remove, deface, or otherwise tamper with any U.S. Government property decals or other identification markings placed upon the property by the NIH.</p> |
| <p>b. The property listed above is being loaned to borrower with no warranties, expressed or implied, including any warranty of merchantability or fitness for a particular purpose.</p> | <p>d. The borrower shall indemnify and hold the NIH and its employees harmless from any and all liability arising from the borrower's use of the property, whether that use is within or outside the purpose for which the property may be used. Upon request by the NIH, the borrower shall provide evidence of: (1) insurance fully covering the value of the property and liability for borrower's use of the property; and (2) a property management system that will ensure accountability for the property.</p> | <p>f. Giving 24 to 48 hours prior notice, employees and other representatives of NIH shall have the right at any time during normal business hours to enter the premises where the property is located. The purpose of entering the premises is solely to inspect and examine the item(s) and to ensure compliance by the borrower within the terms under this loan agreement.</p> |
| <p>c. The borrower assumes and shall bear the entire risk of loss, damage to, theft or destruction of all loaned property, from any and every cause whatsoever.</p> | <p>e. The borrower agrees to use the property carefully and in a reasonably contemplated manner. The borrower will ensure its usability for the entire economic life, extending beyond the term of this loan agreement.</p> | <p>g. All notifications pertaining to this specific agreement require notification within 24-48 hours via email to the NIH Lender listed in block 3 above.</p> <p>h. The borrower may not transfer the property, or any obligations set forth under this loan agreement.</p> |

8. SIGNATURE OF BORROWER (Agrees to terms above)

SIGNATURE	NAME	TITLE	DATE (mm/dd/yyyy)

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