

UIC Campus Recreation Gear Rental Rules and Policies

Checking out Equipment

- Allow ½ hour for gear check out and orientation.
- First time renter must go through a gear orientation and demonstrate proper use of gear.
- Renter and staff must sign off on gear inspection sheet prior to and after renting gear.
- Renters must complete and sign the attached Gear Rental Check Out form.

Fees

UIC Students, faculty/staff, recreation members, and alumni rent at the posted UIC Affiliate rate. Non – Member and general public rent at posted Non-UIC Affiliate Rate.

- All rates are based on a per day and per weekend rental.
- All fees will be assessed prior to renting out gear.
- Rentals are subject to additional fees upon completion of return inspection (damaged, excessively dirty, wet gear, etc.)
- Extended rental periods available upon request.

Late, Lost, or Damaged Items

- All late fees, and the costs of repairing or replacing damaged equipment, are the responsibility of the renter. A late fee will be charged to any person not returning equipment on or before the due date.
- For items returned excessively dirty or wet, a cleaning fee \$10 for equipment valued less than \$100 and a \$15 fee for equipment valued more than \$100 will be assessed.
- Lost equipment will be charged at the current replacement cost for the piece of equipment.
- The program coordinator will determine charges to repair damaged equipment.

Renewals

For renewals, all items must be brought into the Outdoor Resources office for processing. No renewals will be processed over the phone.

Returning Equipment

- All gear must be returned in the same condition as check out (clean, dry and complete).
- All rentals must be returned to the Outdoor Resources office in the Student Recreation Facility during designated rental hours.
- Equipment will not be accepted at the membership desk at the Student Recreation Facility.
- All items will be inspected by the rental office staff prior to checking in gear.
- Renter must sign off on gear inspection sheet prior to and after renting gear.

Tent Rentals

- All tents must be returned clean, dry and complete.
- Upon return of tents, the renter must set up each tent completely for damage assessment.
- Allow 1/2 hour for each tent to be inspected to ensure tents are in acceptable condition.
- Tents must be folded/rolled and re-packed by the renter.