

**Grab n' Go Kits are available for loan for a three (3) week period.
Before reserving a kit, please read the guidelines below:**

- Return this form to your local service center or Membership Associate
- Reserve your kit at least two (2) weeks in advance as kits may not be readily available
- Please pick-up/return kits to your local service center or by appointment through your Membership Associate
- Return kits on time as others may be waiting to borrow the resources

Name: _____ Phone: _____ Cell Phone: _____

Service Unit: _____ Troop/Group: _____ Grade Level: _____ Email: _____

Pick up Location & Date: _____ Return Location & Date: _____

Address: _____ City: _____ State/Zip: _____

Grab 'n' Go's/101's: Required Deposit = \$25 (except Geocaching which is \$75) + fee (varies per kit)
 Please refer to GSHPA website www.gshpa.org for applicable kit fees.
 Must have **two (2) checks** made payable to **GSHPA** with your form, one (1) for the deposit and one (1) for the fee.
Make all checks payable to GSHPA.

Kit Name: _____	Kit Name: _____	Kit Name: _____
Number of girls being served: _____	Number of girls being served: _____	Number of girls being served: _____
Deposit Rcvd. \$ _____	Deposit Rcvd. \$ _____	Deposit Rcvd. \$ _____
Kit/Per Girl Fee Rcvd. \$ _____	Kit/Per Girl Fee Rcvd. \$ _____	Kit/Per Girl Fee Rcvd. \$ _____

I agree to maintain and return Grab n' Go resources in good condition. I understand that if resources and equipment are lost or damaged, I forfeit my deposit and may be charged for lost materials. I agree to return all resources and equipment on the requested return date above unless special arrangements have been approved.

Signature: _____ Date: _____

OFFICE USE ONLY	
<p>Kit Check-out Information:</p> <p><input type="checkbox"/> Deposit Collected (attach to form)</p> <p><input type="checkbox"/> Applicable fees collected (forward check w/explanation to Harrisburg)</p> <p>Notes: _____</p> <p>Name of staff member checking-out kit/collecting fees: _____</p>	<p>Kit Check-in Process:</p> <p>Actual date kit returned: _____</p> <p>Condition of kit upon return (staff to check contents):</p> <p><input type="checkbox"/> Good</p> <p><input type="checkbox"/> Fair; explain: _____</p> <p><input type="checkbox"/> Poor, explain: _____</p> <p><input type="checkbox"/> Deposit returned to volunteer</p> <p><input type="checkbox"/> Deposit NOT returned; reason: _____</p> <p>Name of staff member checking-in kit(s): _____</p>