



teaching, serving and conserving

### Tool Sign Out Sheet

Date Picked Up \_\_\_\_\_

Date to be Returned \_\_\_\_\_

Name of Organization \_\_\_\_\_

Contact Person \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ E-Mail \_\_\_\_\_

What are the project items are being used for?

\_\_\_\_\_

Location of Project?

\_\_\_\_\_

#### List of Items Borrowed

- |          |          |           |
|----------|----------|-----------|
| 1. _____ | 5. _____ | 9. _____  |
| 2. _____ | 6. _____ | 10. _____ |
| 3. _____ | 7. _____ | 11. _____ |
| 4. _____ | 8. _____ | 12. _____ |

\_\_\_\_\_  
Volunteer Signature

\_\_\_\_\_  
KRCB Staff

\_\_\_\_\_  
Date

Tools are property of *Keep Riverside Clean & Beautiful* – organizations or individuals are responsible for the return of tools. If tools are returned damaged, you will be responsible for replacement.

Please refer questions to the Project Coordinator:  
Tijana Quilici at 951-683-7100, or [tquilici@riverside-chamber.com](mailto:tquilici@riverside-chamber.com)



Community Program sponsored by the City of Riverside's Public Works Department and the Greater Riverside Chambers of Commerce

