

PROTOCOLS FOR LEASE OF SHARED EQUIPMENT

Prior to leasing any of the equipment available for use from Watauga Soil & Water and Watauga Cooperative Extension, the lessee should be aware of the following protocols:

- Lessee must contact Watauga Soil & Water or Cooperative Extension in advance to reserve the requested equipment and arrange for a time during business hours to pick up the equipment.
- For mulch layers, mulch lifter and cattle chute, contact Cooperative Extension at 828-264-3061. For subsoiler, seeder, potato digger, weed wiper, washing/sorting table and equipment trailer, contact Soil & Water at 828-264-0842.
- Upon pick-up of equipment, lessee will complete and sign the Shared Equipment Lease and must provide a current and valid NC Driver's License and auto insurance policy to be copied for records. If lessee has farm insurance or inland marine liability, a copy should be provided.
- If lessee has a tax exempt card, they must provide a copy if they wish to avoid being charged tax.
- Payment of the rental fee of \$20 per day shall be paid with cash or check upon pick-up or return of equipment.
- Lessee should contact Soil & Water or Cooperative Extension to arrange a time to return equipment. Equipment must be returned clean and during business hours only.
- Lessee should carefully read the Shared Equipment Lease to understand all of the policies which are not included in this informational sheet.