



## PROMO MATERIAL BORROWING FORM

Cootamundra-Gundagai Regional Council is pleased to provide community organisations with Council signage displaying Councils involvement and support of community events.

The banners and signage provided display the CGRC logo and are to be placed in strategic locations throughout the event.

This equipment is expensive to replace and as part of Council’s awareness of fiscal restraints respectfully asks all users to respect it, pack it correctly and return to Council Administration offices directly after the conclusion of the event/function.

DATE OF EVENT	NAME OF EVENT	PERSON PICKING UP EQUIPMENT	CONTACT NUMBER	DATE EQUIPMENT TO BE RETURNED

Please report any damage/missing items.

Number and description of equipment borrowed.....

Pop up banners:.....

Flag banners:.....

Corflute signs:.....

Name of Council Officer .....

Signed .....Date.....

To be signed off when equipment is returned.

