



## AGREEMENT FOR BORROWING ARE STUDY MATERIALS

### The American Institute of Architects

AIA Delaware  
300 N. Market Street  
Building 3, Suite 7  
Wilmington, DE 19801-2527

T (302) 654 9817

[www.aia-delaware.org](http://www.aia-delaware.org)

1. Study materials are available to AIA Associate members in good standing of AIA Delaware.
2. Study materials may be borrowed one ARE Section by any individual at a time for a maximum of 14 days or immediately upon request for return by AIA Delaware.
3. Study materials may not be written on, torn, folded or otherwise damaged in any way and are expected to be returned in the same condition as when they were loaned to you.
4. A security deposit in the amount of \$150 is required at the time of check out. Your security deposit check made payable to "AIA Delaware" will be cashed if: (a) you fail to return the materials pursuant to this Agreement, and/or (b) you return the materials in a condition less than when they were loaned to you, as determined solely by AIA Delaware.
5. Study materials must be picked up and returned to the AIA Delaware office during its regular business hours, or by appointment.

By signing this Agreement, you acknowledge you have read this Agreement and agree to abide by the rules.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
AIA Member Number

\_\_\_\_\_  
Employer



\_\_\_\_\_  
Work Phone

\_\_\_\_\_  
Work Email

\_\_\_\_\_  
Personal Cell Phone

\_\_\_\_\_  
Personal Email

**Brightwood v 5.0 ARE Study Material Division Borrowed:**

- Practice Management
- Project Management
- Programming & Analysis
- Project Planning & Design
- Project Development & Documentation
- Construction & Evaluation

<b>Component</b>	<b>Loan Condition</b>	<b>Return Condition</b>
<input type="checkbox"/> Study Guide	Good / Damaged	Good / Damaged / Lost
<input type="checkbox"/> Flashcards	Good / Damaged	Good / Damaged / Lost

Describe condition of each component, if damage is present:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Acknowledgement:**

\_\_\_\_\_  
BORROWER'S SIGNATURE

\_\_\_\_/\_\_\_\_/\_\_\_\_  
Date of Pick Up

\_\_\_\_\_  
AIA DELAWARE SIGNATURE

\_\_\_\_/\_\_\_\_/\_\_\_\_  
Date of Return

\_\_\_\_\_  
Check Amount, # and Date

\_\_\_\_\_  
Date Check Cashied