

**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: \_\_\_\_\_

Community: \_\_\_\_\_ 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](http://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: \_\_\_\_\_

Number of girls being served: \_\_\_\_\_

Deposit Rcvd. \$ \_\_\_\_\_

Kit/Per Girl Fee Rcvd. \$ \_\_\_\_\_

Kit Name: \_\_\_\_\_

Number of girls being served: \_\_\_\_\_

Deposit Rcvd. \$ \_\_\_\_\_

Kit/Per Girl Fee Rcvd. \$ \_\_\_\_\_

Kit Name: \_\_\_\_\_

Number of girls being served: \_\_\_\_\_

Deposit 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**

**Kit Check-out Information:**

- Deposit Collected (attach to form)
- Applicable fees collected (forward check w/explanation to Harrisburg)

Notes:

Name of staff member checking-out kit/collecting fees:

\_\_\_\_\_

**Kit Check-in Process:**

Actual date kit returned: \_\_\_\_\_

Condition of kit upon return (staff to check contents):

- Good
- Fair; explain: \_\_\_\_\_
- Poor; explain: \_\_\_\_\_

Deposit returned to volunteer

Deposit NOT returned; reason: \_\_\_\_\_

Name of staff member checking-in kit(s):

\_\_\_\_\_