

HAMILTON COUNTY PUBLIC HEALTH

HEPA VACUUM LOAN AGREEMENT GUIDELINES

- **PICK-UP TIMES** – VACUUM CLEANERS WILL BE AVAILABLE FOR PICK-UP OR DROP-OFF BY APPOINTMENT ONLY BETWEEN 7:30 AND 4:00, MONDAY THROUGH FRIDAY. PLEASE CALL THE WASTE MANAGEMENT DIVISION AT 946-7879 TO CHECK AVAILABILITY, RESERVE A VACUUM AND/OR SCHEDULE AN APPOINTMENT FOR PICK-UP OR DROP-OFF.
- **LOCATION** – ALL PICK-UPS WILL BE AT THE HAMILTON COUNTY PUBLIC HEALTH OFFICE LOCATION AT 250 WILLIAM HOWARD TAFT ROAD, 2ND FLOOR, CINCINNATI, OHIO, 45219.
- **RENTER'S AGREEMENT** – A RENTER'S AGREEMENT MUST BE SIGNED WHEN PICKING UP THE VACUUM CLEANER. YOU MUST PRESENT A VALID OHIO DRIVER'S LICENSE FOR VERIFICATION AT TIME OF PICK-UP AS WELL AS A \$100 DEPOSIT (SEE BELOW).
- **DEPOSIT** – A DEPOSIT OF \$100 IN THE FORM OF A CHECK OR MONEY ORDER ONLY WILL BE REQUIRED AT TIME OF PICK-UP. THIS WILL BE REFUNDED AT TIME OF DROP-OFF PROVIDED ALL PIECES ARE RETURNED AND THE VACUUM IS RETURNED CLEANED. DEPOSIT WILL BE KEPT IN THE WASTE MANAGEMENT DIVISION OFFICE. NO CASH WILL BE ACCEPTED!
- **INVENTORY** – A COMPLETE LIST OF PARTS AND THE VACUUM'S SERIAL NUMBER WILL BE KEPT AS PART OF YOUR AGREEMENT. ALL OF THE INVENTORIED ITEMS MUST BE RETURNED AT THE TIME OF DROP-OFF.
- **CONDITION** – THE VACUUM AND ITS ASSOCIATED PARTS MUST BE RETURNED IN CLEAN CONDITION IN ORDER TO AVOID FORFEITING PART OR ALL OF YOUR DEPOSIT.
- **USAGE** – THE VACCUM CLEANER SHOULD BE USED ACCORDING TO THE INSTRUCTIONS ON THE ACCOMPANYING VIDEO TAPE.
- **DAMAGES** – THE RENTER OF THIS EQUIPMENT IS RESPONSIBLE FOR ALL DAMAGES AND REPLACEMENT OF MISSING PARTS.
- **COLLECTION BAG** – THE RENTER IS RESPONSIBLE FOR DISPOSING OF THE COLLECTION BAG PRIOR TO DROP-OFF AT THE 250 WILLIAM HOWARD TAFT ROAD, 2ND FLOOR, OFFICE LOCATION. COLLECTION BAGS MAY BE SET OUT WITH REGULAR TRASH.
- **RENTAL PERIOD** – VACUUMS MAY BE RENTED FROM UP TO ONE WEEK. LONGER RENTAL PERIODS ARE POSSIBLE UNDER CERTAIN CIRCUMSTANCES.
- **FAILURE OF RETURN** – ANYONE NOT RETURNING THE EQUIPMENT BY THE AGREED UPON DATE WILL BE REFRAINED FROM RENTAL IN THE FUTURE. ANYONE NOT RETURNING THE EQUIPMENT IS SUBJECT TO CRIMINAL PROSECUTION.