

## PROCEDURES FOR RENTAL/USE OF BCS TWO-WHEEL TRACTOR

### GENERAL INFORMATION

The Warren County office of NC Cooperative Extension is pleased to offer the use of a BCS walk-behind tractor plus various attachments. The equipment is available for rent (\$20 per day) on a first come, first served basis to residents of Warren County for use in Warren County.

The maximum rental period is three days. Each farm or customer may rent the equipment for a maximum of five times each year, with a maximum of two times in a thirty day period. Rental periods must be non-consecutive. Minimum age to lease/use the equipment is 21.

Cooperative Extension will provide periodic demonstration workshops on the use of the equipment. Renters must attend said workshop prior to taking possession of the equipment. Contact NC Cooperative Extension at 252-257-3640 for upcoming demonstration workshop dates.

### RESERVATIONS

- Fill out the Rental Request Form and submit to NC Cooperative Extension, Warren County Center via email, mail or in-person (158 Rafters Lane, Warrenton). Request must be made at least 7 days in advance, but no more than 30 days in advance. Customer will be notified within two business days.
- Government issued picture ID may be required at the time of application to verify age and residency.
- Signed contract and payment is due 7 days in advance of the requested rental date.
- We will do our best to honor reservations, but they are subject to change/cancellation due to staff availability, equipment malfunction, scheduling errors, and other unforeseen circumstances.

### EQUIPMENT TRANSPORT

- Cooperative Extension will provide delivery and pickup of the equipment. Pickup/delivery is not available on weekends and official Warren County Government holidays, and may be limited by staff schedules.
- Pickup/dropoff times must be arranged in advance to confirm that staff is available to assist with loading/unloading.

### EQUIPMENT USE

- Customer acknowledges that they have been provided a complete copy of the owner's manual, and accepts responsibility for following all prescribed procedures and safety precautions.
- The equipment is available only for uses related to soil tillage for the production of agricultural crops.
- Plastic sheeting for the plastic mulch layer must be provided by customer. Specifications are....

## EQUIPMENT RENTAL REQUEST FORM BCS Two-Wheel Tractor

NAME: \_\_\_\_\_ EMAIL ADDRESS: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_ DATE(S) REQUESTED: \_\_\_\_\_

EQUIPMENT REQUESTED:

Tractor, plus: \_\_\_\_\_ Tiller \_\_\_\_\_ Rotary Plow \_\_\_\_\_ Garden Bed Shaper  
\_\_\_\_\_ Hiller/Furrower \_\_\_\_\_ Plastic Mulch Layer (must provide own sheeting)

ADDRESS WHERE WILL YOU BE USING THE EQUIPMENT: \_\_\_\_\_

WHAT WILL YOU BE USING THE EQUIPMENT FOR?: \_\_\_\_\_

HAVE YOU ALREADY ATTENDED THE REQUIRED "EQUIPMENT DEMONSTRATION WORKSHOP"?

\_\_\_\_\_ Yes \_\_\_\_\_ No (Date scheduled to attend: \_\_\_\_\_)

\*\*All applicable owners manuals will be forwarded to you via email. Please read them prior to your delivery date

\_\_\_\_\_ I have read and understood the "Procedures for Rental/Use of the BCS Tractor".

\_\_\_\_\_ I have completed the "BCS Shared Equipment Lease" agreement

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**INTERNAL USE ONLY**

DATE REQUEST RECEIVED:

RECEIVED BY:

COPY OF GOVERNMENT-ISSUED ID ATTACHED: Yes No

APPROVED:

\_\_\_\_\_ Yes

\_\_\_\_\_ Yes, with the following modification ( \_\_\_\_\_ )

\_\_\_\_\_ No (Reason \_\_\_\_\_ )

_____ Availability confirmed
_____ Customer notified
_____ Contract executed
_____ Customer contacted 24 hours prior to delivery