



City/County Planning Division
 2825 3rd Ave N. 4th Floor
 Billings, Montana 59101

Equipment Acknowledgement Form/Yellowstone County Board of Planning

Board member Information

Board Member			
Position		Phone	(406)-
Address			
E-mail Address			
Term Ending			

Equipment

<input checked="" type="checkbox"/>	2017 Apple Ipad/32 gig, Cable Adapter	<input checked="" type="checkbox"/>	Case	<input checked="" type="checkbox"/>	Apple Care Agreement
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Identification

Serial#			Passcode	

City of Billings Acceptable Use Acknowledgement

This computer system, including all related equipment, networks, and network devices, is provided only for authorized City of Billings local government use. Unauthorized and/or unlawful use is a violation of 45-6-311, MCA and Administrative Order #88. Any or all uses of this system and all files on this system may be intercepted, monitored, recorded, copied, audited, inspected, and disclosed to authorized personnel. By using this system, the user consents to such interception, monitoring, recording, copying, auditing, inspection, and disclosure the discretion of authorized personnel. Unauthorized or improper use of this system as outlined in Administrative Order #88 may result in administrative disciplinary action and civil and criminal penalties. By continuing to use this system you indicate your awareness of and consent to these terms and conditions of use.

User Agreement

User agrees to use this equipment for the purpose of *Planning Board support and communications*. User shall maintain the equipment in good repair and operating condition, allowing for reasonable wear and tear. **User agrees to contact the City Planning Division (406-247-8676) or the City of Billings IT Help Desk, (406-657-8326), to address issues or report damage to or loss of the equipment.** This equipment is property of the City of Billings, and is to be returned to the Planning Division upon user's resignation from the position or end of the user's term or upon request of the Planning Division staff.

Acknowledgment

By signing this form, you confirm that you understand the information in this acknowledgement and have received the equipment listed in this form. In consideration for the benefit of using the Equipment, User agrees to abide by all the terms and conditions of use described in this agreement.

Board/Commission member Signature _____ Date _____

Staff Member _____ Date _____