

## Terms of use for lending a notebook

For a fixed rental period, notebooks are available from the Studierendenwerk Dortmund AöR, Vogelpothsweg 85, 44227 Dortmund (StwDo) for tenants of its residences.

In the following, the term *notebook* always refers to *notebook with components*.

In the following, the term *student* always means *student with whom a rental contract for the notebook has been signed*.

### 1. Use

The notebook will be made available for short-term, temporary and personal use for students in need of a working device for their studies.

The loan is limited to tenants of the residences of the Studierendenwerk Dortmund. Students are not allowed to lend the notebook to another person, nor is a third person allowed to use the device.

During use, data and programmes required for the study purposes may be stored on the device. These must be deleted by the student before returning the notebook. The student is responsible for appropriate data protection and data security.

When using the device, legal provisions must be observed, in particular the penal code, youth protection law, data privacy and copyright law. The student is liable for claims or damages resulting from an improper, illegal or otherwise irregular use of the notebook, regardless of the place and time of use of the device. This is applicable to external parties, but also to the Studierendenwerk. In particular, the invasion of other people's computer systems and any spreading of malware (viruses, spam, etc.) are prohibited.

### 2. Notebook

The rental contract applies to the following notebook: LENOVO Yoga 7i:

- Premium Convertible with 15.6-inch screen
- Intel® Core™ i7 processor
- 16 GB ram
- 1 TB ssd
- Intel Iris Xe graphic card
- Windows 11 Home
- Wi Fi 6 & Bluetooth 5.0
- Slate-grey
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The following components are part of the rental contract:

- Notebook case
- Lenovo digital pen
- Power supply unit

The student is obliged to take care of the notebook in terms of administration (e.g. installing updates).

### 3. Rental fee

There is no rental fee.

### 4. Duration of the rental contract

The rental contract begins upon handing out the notebook. A status report about the condition will be set up and signed by both parties.

The rental period is approx. two months from the date of handover; the last day of the agreed rental period is stated in the contract. An earlier return of the notebook is possible.

Should the tenancy agreement for the student's residence expire before the end of the rental period of the notebook, this will be shortened automatically. Should the tenant move out during the agreed rental period, the rental period of the notebook will terminate one week in advance of the student's moving out day.

The Studierendenwerk is, at any time, in the position to terminate this rental agreement prematurely and demand the return of the notebook at short notice by giving a date for the handover. Students will be respectively contacted via the address details specified in the rental contract for the accommodation. If the student can demonstrate that the notebook is still urgently needed for examinations or study-related work, the Studierendenwerk will set a return date that is reasonably later.

## 5. Duty of care, damages

The student shall ensure that the notebook is handled with care. The student needs to be able to provide information about the notebook at any time. The Studierendenwerk is entitled to inspect the notebook and its lawful use at any time.

If the notebook gets stolen, the student is obliged to report the theft to the police immediately. The police report must be promptly submitted to the Studierendenwerk. If the notebook is damaged during the rental period, the student must report this to the Studierendenwerk immediately. The Studierendenwerk will commission the repair. If the student has caused the damage intentionally or through gross negligence, he/she must pay the full cost of the repair.

## 6. Return

At the end of the rental period, the student is obliged to return the notebook without notification. The student has to delete all saved and confidential data before returning the device. By handing in the notebook to the service staff from the department for student accommodation, at the latest on the last day of the rental period, the return is complete.

The returned notebook has to be in orderly condition and show proof of careful and considerate handling, any normal wear and tear will be considered.

At the return date, the status is documented and signed by both parties of the contract.

## 7. Disclaimer, miscellaneous

The Studierendenwerk assumes no liability for the proper working of the notebook. The student is responsible for adequate data storage (e.g. saving on an external device) when using the notebook.

As part of the rental agreement personal data is processed by the Studierendenwerk. This is done for the purpose of implementation of the rental contract according to Art. 6 para. 1 letter b DSGVO. Furthermore, the information on data protection for student accommodation is applicable, [www.stwdo.de/datenschutz](http://www.stwdo.de/datenschutz).

**Rental agreement for a notebook from the Studierendenwerk Dortmund**

return confirmed <input checked="" type="checkbox"/>
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Notebook – serial number		
Power supply with cord		
Notebook case		
Lenovo Digital Pen		
If applicable: The notebook/ the components show the following damages or signs of wear		

I herewith confirm the receipt of the items and will return them to: StwDo, Studentisches Wohnen, Vogelpothsweg 85, within the given timeframe. I agree with the terms and conditions of use.

If after the return of the notebook the IT personnel of the Studierendenwerk notice any damage having occurred during the period of my rental agreement and inform me within 14 days, I acknowledge that I am obliged to bear the costs for the repair. In case I do not return the notebook within the agreed timeframe, I agree to bear the costs for a substitute purchased by the Studierendenwerk.

For underage students the following applies: by signing the rental agreement I confirm that my legal representative has consented to signing the loan contract.

Student: Name, first name	
Residence	
Agreed date of return	

Date \_\_\_\_\_ Signature (student): \_\_\_\_\_

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**Receipt for return**

- The return of the notebook is confirmed, for details see above .
- The student confirms that no personal or confidential data remains saved on the notebook.
- The student confirms that no other than the above given damage(s) or problems with the functionality are known than the ones listed here:

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Date \_\_\_\_\_ Signature (student): \_\_\_\_\_

Return confirmed: Signature (StwDo): \_\_\_\_\_