

Teacher Kit Policy

Thank you for your interest in borrowing a Nature to You Teacher Kit/Climate Science Traveling Trunk from The San Diego Natural History Museum (The Nat). We strive to provide an engaging and educational experience for students and educators. To ensure the best experience possible, please review the following information before checking out Teacher Kits.

General Information

Kits/Trunks are available all year from The Nat. Requests for Kits/Trunks are filled on a first-come, first-serve basis, and are not limited to the 30-day advance reservation limit as for specimens in the Loan Program. The Nat has a limited number of kits, so please be sure to make your reservation early.

Fees: \$25.00 per kit (must be paid by cash, check or credit card upon pick-up), plus Annual Membership in the Nature to You Loan Program (\$75/year). You must have an active NTY Membership to be able to reserve a Kit/Trunk.

Loan Information

- Teacher Kits may be reserved by email at loanprogram@sdnhm.org or phone (619-255-0236)
- All Teacher Kits must be picked up and returned to the Loan Library **during open hours**.
 - **Hours of Operation**
 - August 23, 2021 – June 3, 2022: Monday to Thursday: 2:00–5:00 PM, Friday by appointment only.
 - Summer 2022 Schedule: Wednesdays, 2:00-5:00PM beginning on June 22nd.
 - Closed most school holidays.
 - Please check our website for details - www.sdnat.org/specimenssearch
- Kits/Trunks may be borrowed for a period of up to two weeks.
- A fee of \$10 per day will be charged for all overdue kits. No exceptions.
- Kits/Trunks may be picked up and returned by an authorized representative of the Borrower with a valid ID.

Initial

Care and Handling

- All materials provided in the Kit/Trunk are for educational use only. Please use care in handling the specimens provided and be mindful of the stated guidelines and conditions.
- Please remind students that all items in the kit are not toys and should be examined and used carefully.
- Please store all kit materials in the storage boxes provided when not in use.
- Kits/Trunks must be able to be stored securely when in possession of the Borrower.

Initial

Member Last Name

- If an item is broken while in the Borrower's possession, please remove it from use to avoid injury. This broken item must be returned to The Nat when the Kit/Trunk is returned. There is a fee for all broken or damaged items.

Borrower Responsibilities

- Borrowers should take inventory of all materials upon pick up and before return of the kit/trunk.
- If a specimen is broken or otherwise damaged while in the Borrower's possession, please DO NOT ATTEMPT to repair it. Make a note of the damage and return all the parts of the item to The Nat so that it can be repaired appropriately. If the specimen is irreparable, you will be liable for its full replacement cost.
- Missing or stolen kit materials are subject to full value replacement cost. Missing Educator Guide notebook is subject to a \$20 replacement fee.

Initial

For any questions or concerns regarding Teacher Kits, please contact the Loan Program at 619.255.0236 or by email at loanprogram@sdnhm.org.

Thank you. Your support of these policies helps keep our program running smoothly for all our members.

Member Name

Date

Member Signature

Nature to You Loan Program
San Diego Natural History Museum
1788 El Prado, San Diego, CA 92101
619.255.0236 | loanprogram@sdnhm.org
sdnat.org/specimenssearch

To be completed by Loan Program Staff:

Member Number _____

Signature _____

Date _____