GCSA Green Country Stormwater Alliance | INCOG

Return completed form to
stormwater@incog.org | 918-279-9479
2 West Second Street, Suite 800, Tulsa, OK 74103

Enviroscape Loan Request Form

1 Borrower Information

Date submitted

Organization / Municipality

Contact name

Title / Department

Mailing address (street, city, state, ZIP)

Email

Phone

2 Event Details

School or venue name

Venue address

Event date(s)

Event time(s)

Grade level(s)

Estimated number of students

Who will lead the demonstration?

Has the presenter used an Enviroscape before?

☐ Yes ☐ No ☐ Would like a walkthrough

3 Items Requested

Check each item you would like to borrow. Some kits are add-ons to a base model; INCOG staff will confirm compatible items.

Request	Item	Description
☐	NonPoint Source Pollution Model	Watershed model showing how rain carries pollution from homes, farms, roads, and construction sites into streams and lakes.
☐	Eco-Restoration Model	Wetland and floodplain model showing how wetlands filter pollutants, store floodwater, and provide wildlife habitat.
☐	Groundwater Well Kit	Add-on with clear wells, pumps, and aquifer stickers showing how water is stored underground and how pollution reaches wells.
☐	Riparian Restoration Kit	Add-on with trees and vegetation for planting streamside buffers that slow runoff and filter pollutants.

4 Scheduling

Requested pickup date

Pickup time

Requested return date

Return time

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5 Loan Terms and Borrower Agreement

- Pickup and return take place at INCOG, 2 W. 2nd St., Suite 800, Tulsa, OK 74103, during office hours unless otherwise arranged with INCOG staff.
- The borrowing organization is responsible for all items from pickup until they are returned to and checked in by INCOG staff.
- Items must be returned on the scheduled return date. Please notify INCOG as soon as possible if you need to change or cancel your reservation.
- Return all models clean and dry, with every piece in its original container. Please do not store models with water or soil residue in them.
- Report any damaged or missing pieces at return. The borrower may be responsible for the cost of replacing items lost or damaged beyond normal wear.
- Models are loaned for educational outreach and may not be sub-loaned to another organization without INCOG approval.
- A contents checklist will be reviewed with the borrower at pickup and at return.

☐ **I have read and agree to the loan terms above** on behalf of the borrowing organization.

Printed name | Signature (or typed name) | Date

6 INCOG Office Use Only

Request status ☐ Approved ☐ Denied / Unavailable | Reviewed by (initials) | Date

Actual pickup date | Actual pickup time | Actual return date | Actual return time

Item	Checked out	Condition on return
NonPoint Source Pollution Model	☐	
Eco-Restoration Model	☐	
Groundwater Well Kit	☐	
Riparian Restoration Kit	☐	

Checkout staff (initials) | Check-in staff (initials)

Notes

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