

Applicant information

Date			
Name of person using the PODD			
Parent/Guardian (if applicable)			
Address			Postcode
Date of Birth		<input type="checkbox"/> Male	<input type="checkbox"/> Female
Primary Diagnosis			
Other Diagnosis			
NDIS Participant	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Will you be paying through a NDIS plan?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
If you ticked 'yes', please fill in your NDIS information in the next section.			

NDIS information

NDIS number											
NDIS plan start date	D	D		M	M		Y	Y	Y	Y	
NDIS plan end date	D	D		M	M		Y	Y	Y	Y	
Support area	<input type="checkbox"/> Core Support budget <input type="checkbox"/> Assistive Technology budget										
How will the supports be paid? (Please tick relevant box)	<input type="checkbox"/> NDIS will pay my support provider directly for these supports <input type="checkbox"/> NDIS will pay me directly for these supports <input type="checkbox"/> NDIS will pay my plan management agency directly for these supports Name: _____ Contact details: _____ Email: _____										

Primary person responsible for the loan

Name	
Relationship to applicant	
Organisation (if applicable)	
Phone	
Email	

Address for the delivery of the PODD loan book

Name			
Organisation (if applicable)			
Address			Postcode

Purpose of loan

- To consider its suitability as a communication system
- To be an interim aid whilst a PODD is being developed for personal use
- To work out the customisations needed for a personalised book
- For professional development
- To show as a communication aid option to someone I know/work with
- Other _____

How did you find out about the PODD loan library?

- From a Scope therapist
- From a colleague/friend
- Scope email list
- From school/kinder
- Scope website
- Other _____

Loan Request

Please state the name of the PODD you wish to loan

Return address

PODD Book Library

Communication and Inclusion Resource Centre

Scope Australia

302 Burwood Rd

Hawthorn VIC 3122

Terms of the loan

- The loan period for a PODD book is 4 weeks from the day of delivery.
- The loan PODD communication book will be sent to you in good condition. Please ensure that upon return, the PODD book is in the same condition (clean, no marks, no pages damaged or missing, no modifications on the book). Failure to do so will incur a cleaning/repair fee.
- The loan fee for a PODD book is \$75. Please post or bring back the PODD book back to Scope by the end of the loan period.
- There is a grace period of 2 days after the end of the loan period for the return of the loan item. A late fee of \$100 per week will apply after this period.
- Loan extensions are available at a reduced cost to the original fee. Please let us know if you are interested.

The applicant agrees to

- Be fully responsible for the return of the PODD book to Scope by the stated due date.
- Use tracked registered envelope provided, packed with bubble wrap to prevent damage etc.
- Adhere to all copyright laws related to the PODD communication book.
- Be responsible for caring for the book to prevent damage as a result of neglect or carelessness.
- Pay the loan fee prior to receiving the loan book.

I agree to the conditions and terms stated above.

Name	
Signature	
Date	

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Acknowledgment:

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