

Guidelines:

- Trunks are available for a one week checkout period; extensions may be made if there are no other reservations.
- While Noble works to make sure as many teachers as possible have access to the trunks, we cannot guarantee your reservations. You will receive a confirmation email when your reservation is accepted.
- Trunks will be mailed to the school at no cost to the teacher and will include a prepaid postage label for return shipping to Noble Research Institute.
- Teachers are responsible for checking contents before use and before returning the trunk to Noble Research Institute.
- While using the trunk is free to teachers, be aware that the value of the trunk equipment and supplies is approximately \$700. If trunks are mistreated or misused, Noble reserves the right to refuse future reservations and may discontinue the Exploration Trunk Program.

Responsibilities of Teacher (user):

- Complete the online reservation form and accept the Exploration Trunk Use Policies.
- Be sure that someone will be at the school to accept the trunk.
- Use the trunk materials and supplies as intended with appropriate care.
- Check materials in the trunk using the included supply checklist to ensure everything is included and in good working order.
- Use the supply checklist to check materials again prior to sending the trunk back to Noble.
- On the supply checklist, indicate any broken materials or equipment.
- On the supply checklist, explain any problems encountered while using the trunk.
- Pack materials neatly and securely to avoid damage during shipping.
- Timely return of the trunk by mail using the included prepaid postage label is appreciated.

Responsibilities of Noble Research Institute:

- Maintain an up-to-date calendar of reservations that is available online to teachers.
- Maintain trunk materials and equipment in good working order and replace supplies when necessary.
- Check materials and equipment prior to shipping using the supply checklist.
- Send trunks in a timely manner to teachers.

