MHHE

MUSEUM OF HISTORY & HOLOCAUST EDUCATION • KSU CENTER • 3333 BUSBEE DRIVE • KENNESAW, GA, 30144

Kennesaw State University · Museum of History & Holocaust Education

TRAVELING TRUNK RESERVATION FORM

Please check the Trunk you would like to reserve:

- ☐ The Holocaust Resource Pack
- ☐ The Front Lines: A Soldiers Life in World War II
- ☐ World War II on the Home Front
- ☐ Propaganda and Political Cartoons
- ☐ Women in World War II
- ☐ American Hero: Franklin D. Roosevelt (3rd Grade)
- ☐ American Hero: Eleanor Roosevelt (3rd Grade)

School/Organization Name _____

Address _____

Grade Level_____Subject _____

Number of students that will use this trunk (approx.) _____

Contact Name _____

Contact Number_____E-Mail Address _____

Requested Loan Dates_____ to _____

I agree to follow the rules and regulations regarding trunk use and to return the trunk on time, in good condition, and with its complete contents intact. I understand that I am financially liable for damage or loss of contents in this trunk.

Signed_____

Date _____

You should hear from us within two business days confirming the Reservation.

Thank you for choosing MHHE for your classroom!

Kennesaw State University

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Traveling Trunk Rules and Regulations

- Trunks may be used by any school, church, synagogue, home school group, public institution, or other organization for educational purposes.
- Trunks must be requested at least 7 days in advance.
- Trunks are available on a first-come, first-served basis.
- Trunk reservations may be made up to one year in advance.
- Trunks may be borrowed for a period of 1-30 days.
- Organizations may only borrow one trunk at a time. However, organizations may borrow a trunk and a traveling exhibit simultaneously.
- Trunks must be used with adult supervision and stored in a secure location.
- The individual who signs the trunk reservation form is responsible for the safety and use of trunk contents.
- The individual who signs the trunk reservation form agrees to report any damage to or loss of trunk contents, and agrees to pay for replacement contents if needed.
- The borrower agrees to not hold the Museum of History and Holocaust Education liable for any injury or harm that results from the use of the trunk or its contents.
- The trunk should be returned with contents packed correctly in accordance with the packing instructions included with each trunk.
- Unless alternative arrangements are made in advance, the borrower is responsible for picking up the trunk and returning the trunk to the museum.

The Museum
of History &
Holocaust
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Kennesaw
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historymuseum
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