

# Peaceful Valley Donkey Rescue, Inc.



## Technology Usage Agreement

This Technology Usage Agreement ("Agreement") is made and entered into as of (Date) \_\_\_\_\_ by and between the Peaceful Valley Donkey Rescue, a corporation, with its principal place of business at 8317 Duckworth Rd San Angelo, TX 76905 , and \_\_\_\_\_, an individual residing at (Employee Address) \_\_\_\_\_.

### 1. Grant of Permission

Company hereby grants Employee permission to utilize the following company-provided technology devices (collectively, the "Devices"):

- Cell phone \_\_\_\_\_ (Serial #)
- Laptop \_\_\_\_\_ (Serial #)
- Tablet \_\_\_\_\_ (Serial #)
- Desktop computer \_\_\_\_\_ (Serial #)
- Camera \_\_\_\_\_ (Serial #)
- Other \_\_\_\_\_ (Serial #)

### 2. Conditions of Use

Employee agrees to the following conditions of use for the Devices:

- a. The Devices shall remain the property of the Company and shall be used exclusively for conducting Company business.
- b. Employee shall take reasonable care to ensure the safety and security of the Devices and shall not intentionally damage, misplace, or misuse them.
- c. Employee shall not install unauthorized software or make unauthorized modifications to the Devices.
- d. Employee shall not use the Devices for any unlawful, unauthorized, or unethical purposes.

# **Peaceful Valley Donkey Rescue, Inc.**

## **3. Return of Devices**

Upon termination of employment, whether voluntary or involuntary, Employee agrees to return all Devices provided by the Company promptly and in the same condition as when received, reasonable wear and tear excepted.

## **4. Company's Rights**

Company retains the right to:

- a. Inspect and monitor the usage of the Devices at any time, without prior notice, to ensure compliance with Company policies and applicable laws.
- b. Retrieve the Devices from Employee's possession at any time, for any reason, including but not limited to termination of employment or suspicion of misuse.
- c. If Employee refuses or fails to return any Device upon termination of employment, whether voluntarily or involuntarily, Employee agrees that Company may charge Employee for the full replacement cost of the Device. Such charges may be deducted from any final wages or other compensation owed to Employee, or pursued through legal means if necessary.
- d. Employee agrees to return all Devices provided by the Company in working condition, free from any defects or damage that would impair their functionality. Additionally, Employee agrees to remove any password protection or encryption from the Devices prior to their return. Failure to return the Devices in such condition may result in charges or other consequences as outlined in this Agreement. If any Device is returned in an inoperable condition, the Company reserves the right to charge Employee for the cost of repair or replacement.

## **5. Confidentiality**

Employee acknowledges that any data or information stored or accessed on the Devices may be confidential and proprietary to the Company. Employee agrees to maintain the confidentiality of such information and to use it solely for legitimate business purposes.

## **6. Indemnification**

Employee agrees to indemnify and hold harmless the Company from any loss, damage, or liability arising out of or related to Employee's use or misuse of the Devices.

## **7. Governing Law**

This Agreement shall be governed by and construed in accordance with the laws of [Texas, United States], without regard to its conflicts of law principles.

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### **8. Entire Agreement**

This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior and contemporaneous agreements and understandings, whether written or oral, relating to such subject matter.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first above written.

For the **Peaceful Valley Donkey Rescue**

By: \_\_\_\_\_

Title: \_\_\_\_\_

Employee: \_\_\_\_\_  
Signature

Print Name: \_\_\_\_\_