



# Delivery / Equipment Request

Request Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Anticipated Delivery Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Organization: \_\_\_\_\_

(24 hour minimum advance notice please)

- Airline: \_\_\_\_\_
- Concessionaire
- Other Tenant: \_\_\_\_\_

Contact: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_

Representative Assisting: \_\_\_\_\_

- Please have tenant representative present to sign for delivery and notify Operations 328-2688 for coordination
- NOTE: request deliveries have a pallet-jack and/or a gate lift on back of trailer

What is being delivered?

- Glycol – approximately how many gallons or totes? \_\_\_\_\_
- GSE Equipment (describe): \_\_\_\_\_
- Fuel
- Other (describe): \_\_\_\_\_

Requesting Assistance:

- Inspection
- Gate Entrance / Exit
- Fork Lift (4,500 lb. maximum – Forks are 4 feet in length and only capable to handle pallet size)
- Scissor Lift
- Other Equipment / Needs: \_\_\_\_\_

Reviewed Name: \_\_\_\_\_

Date: \_\_\_\_\_

**Liability Waiver (please sign whether or not equipment will be used):**

"It is requested by (tenant) \_\_\_\_\_ to use \_\_\_\_\_ equipment for the purpose of \_\_\_\_\_. We acknowledge that staff is qualified and competent to use the equipment and expressly assume responsibility for all risks, dangers, and damages that could arise out of, or during, our use of the equipment. Additionally, we hereby release, waive and discharge Eagle County, its officers and employees, from and for any liability resulting from the use of any equipment and agree to indemnify and hold harmless Eagle County, its officers and employees, from any and all claims, actions, expenses, damages and liabilities, arising from, or in any way related to, our use of the aforementioned equipment or assistance requested by Eagle County staff pertaining to loading/unloading and/or additional assistance that may be requested."

Signed: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_