



**STATE OF MISSOURI
OFFICE OF SECRETARY OF STATE
JEFFERSON CITY, MO 65102**

BAILMENT LOAN AGREEMENT

This bailment loan agreement, hereinafter the bailment, made and entered into this ____ day of _____, 201_, by and between the Office of the Secretary of State, hereinafter the bailee, and

Office of the:

Address:

City:

County:

Phone:

E-mail:

of the State of Missouri, hereinafter the bailor.

The bailor does hereby agree to bail and loan unto the bailee, the following-described property of the bailor:

DESCRIPTION	PURPOSE OF LOAN
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The parties agree:

1. Term of Bailment. The bailment shall be for ____ days from the date of this instrument, unless terminated by the bailee at an earlier date. Notice of an earlier termination will be communicated in writing by the bailee to bailor.

2. Termination. Bailee may terminate this bailment with or without cause by providing notice of termination to the bailor, its successors or assigns, in accordance with the notice provision of this bailment. In case such notice is returned to the bailee as undeliverable, the bailee shall be authorized to dispose of said personal property in any manner the bailee may deem proper no sooner than ninety days after such notice is returned to the bailee.

3. Notice to Bailor: Notices to the bailor required under this bailment shall be communicated by United States certified mail and addressed and delivered to the address last communicated to the bailee by the bailor.

4. Bailee's Standard of Care. The bailee shall be responsible only for the exercise of ordinary care in the protection and preservation of the above-described personal property when that property is in the possession and control of the bailee.

5. Bailment Not Binding on Agent of Bailee. This bailment shall not be binding upon any individual agent of the bailee.

IN WITNESS WHEREOF, The parties hereto have set their hands this ____ day of _____, 201__.

Witnesses:

Office of the Secretary of State

By: _____
Bailee

Local office:

By: _____
Bailor

Number of Microfilm Reels Delivered: _____

C-Number Range(s): _____

Records Returned by: _____

Received by: _____

Date: _____