



STATE OF MISSOURI
OFFICE OF SECRETARY OF STATE
JEFFERSON CITY 65102

LOAN AGREEMENT

This loan agreement is entered into this _____ day of _____, 20____, by and between the Office of the Secretary of State, hereinafter the recipient, and the party loaning the property:

Institution:

Address:

City:

County:

State:

Phone:

E-mail:

hereinafter the lender. The lender and recipient shall be individually referred to as a "party" and collectively as "parties."

PURPOSE OF LOAN:

DESCRIPTION OF LOAN:

The lender does hereby agree to loan the recipient the following-described property:

The parties agree:

1. Term of Loan. The loan of property shall be for _____ days from the date of this agreement, unless terminated by the recipient at an earlier date. Notice of an earlier termination will be communicated in writing by the recipient to the lender.
2. Termination. Recipient may terminate this loan agreement, with or without cause, by providing notice of termination to the lender, its successors or assigns, in accordance with the notice provision in this agreement. In case such notice is returned to the recipient as undeliverable, the recipient shall be authorized to make appropriate disposition of said personal property in any manner the recipient may deem proper no sooner than ninety (90) days after such notice is returned to the recipient.
3. Notice to Lender. Notices to the lender required under this loan agreement shall be communicated by United States certified mail and addressed and delivered to the address last communicated to the recipient by the lender.
4. Recipient's Standard of Care. The recipient 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 recipient.
5. Loan Agreement Not Binding on Agent of Recipient. This loan shall not be binding upon any individual agent of the recipient.

IN WITNESS WHEREOF, the parties hereto have set their hands this ____ day of _____, 20____.

Office of the Secretary of State

Witnesses:

By: _____
Recipient

By: _____
Lender

=====

Returned this _____ day of _____, 20____,

By: _____
Recipient

Received By: _____
Lender