

# THE OPEN UNIVERSITY OF TANZANIA



## AGREEMENT FORM FOR HIRING THE OPEN UNIVERSITY OF TANZANIA'S GRADUATION/ACADEMIC GOWN

SER. NO. ....

I, ..... (Name of hirer) who is hereinafter referred to as hirer of ..... and being in the employment of / Self ..... (Name and address of hirer's employer or surety if unemployed) do hereby enter into agreement with the Open University of Tanzania (hereinafter referred to as OUT) to hire its graduation/academic gown on the following terms and conditions:

1. That the hirer hiring the graduation/academic gown from OUT this day of ..... do hereby agree to return the said gown to OUT within five (5) working days after the graduation ceremony expected to be held on **Thursday of 25<sup>th</sup> Nov. 2021 at the Mao Zedong A grounds at Kikwajuni, Urban District**, and in any case, not later than **Thursday of 2<sup>nd</sup> Dec. 2021**.
2. That in the event the hirer fails to return the said graduation/academic gown as agreed under clause (1), shall be liable for such breach and accordingly, shall pay to OUT TSh. 20,000/= for each day after the deadline.
3. That in case of any damage of the graduation/academic gown, the hirer hereby agrees to pay for its full value amounting to TSh. 300,000/= and for that purpose does authorize the recovery of such value from the named employer/surety as the case may be. The amount so recovered from the employer or surety as the case may be shall be remitted to the office of the DVC (RM) of OUT.
4. That the value of the graduation/academic gown is recovered as provided for under clause (3), the graduation/academic gown shall cease to be the property of OUT and ownership shall revert to the hirer.
5. That in the event OUT fails to recover the value of the graduation /academic gown from the employer or surety as provided for under clause (4), OUT shall retain its proprietary rights in the graduation/academic gown and may seek other legal remedies either to recover the graduation/academic gown itself or its full value as the case may be.
6. That, notwithstanding any of the foregoing clauses, OUT shall have the right to withhold the hirer's Certificate and Transcript until the said graduation/academic gown is returned or its full value is recovered as the case may be.
7. That any money to be charged for whatever reason related to this agreement shall be receipted.

Signed by: .....

Name of the Hirer .....

Occupation: .....

Address: .....

City/Town: .....

Mobile phone No.....

Email address: .....

Date: .....

Signed by: .....

Justina J.K. Ayila

SUPPLIES OFFICER

P.O. BOX 23409

DAR ES SALAAM

Mobile Phone No: +255 655 369 825

Date: .....