

LINEN AGREEMENT

I, _____, the undersigned, agree that I am responsible for the linens received at time of intake and their return at discharge.

INVENTORY

Linens Received Linens Returned

INTAKE

DISCHARGE

- 1 Mattress Pad Cover
- 1 Top Sheet
- 1 Fitted Bottom Sheet
- 1 Pillow Case
- 1 Pillow
- 1 Blanket
- 1 Comforter/ Bedspread
- 1 Towel
- 1 Wash Cloth

I understand that I am responsible for the return of these linens in the same condition I received them. I further understand that failure to return linens may result in an unsuccessful completion and that I will be held financially responsible for loss of and/or damages to linens.

_____/____/____

CLIENT SIGNATURE

_____/____/____

STAFF SIGNATURE

Copy given to Client Date ____/____/____

All items have been returned.

_____/____/____

CLIENT SIGNATURE

_____/____/____

STAFF SIGNATURE

CLIENT LOG # _____