



UNITED REPUBLIC OF TANZANIA

MINISTRY OF WATER

WATER INSTITUTE



AGREEMENT FOR HIRING ACADEMIC COSTUMES

THIS AGREEMENT is made this**Day, November, 2025** between **WATER INSTITUTE** (Hereunder called "the Owner" which expression shall where the context admits include the successors in the title of the Owner) of the one part and (Hereinafter called "the Borrower") of the other part.

It is **HEREBY AGREED** that the Owner shall let on hire to the Borrower, academic costumes comprising of a **gown, hood** and a **cap** and the Borrower shall take the said academic costumes on the following terms and conditions:

1. That the Borrower shall pay the Owner the sum of **TZS 45,000/=** (Tanzanian Shillings Forty-Five Thousand only) for hiring of the said costumes as directed by the Owner.
2. That the Borrower shall use the said costumes for graduation ceremony and for no other purpose whatsoever.
3. That the Borrower shall during the period of hire and at his/her own expense keep the said costumes in good and substantial repair and shall be responsible for all damages. Normal wear and tear are included.
4. That the Borrower shall not remove the said costumes from his/her custody without the written consent of the Owner.
5. That the Borrower shall return the said costumes to the Owner immediately after the graduation ceremony and in any case not later than **Wednesday 03rd December, 2025**
6. A penalty of **TZS 30,000/=** shall be charged for each day of default to return the hired costumes and in the event of loss of the costume the Borrower shall be entitled to pay **TZS 200,000/=** to recover the loss.
7. A defaulting Borrower **SHALL NOT BE ISSUED** with either a diploma or degree **certificate** or **academic transcript** unless and until either the costume is returned or full replacement cost of a new costume is paid and only after discharging the full penalty due under paragraph 6 above.

Name of the Borrower (In full) Reg No.

Signature..... Phone Number.....

Signed on behalf of the Water Institute during collection

Name.....

Signature..... Designation.....

Returning of Academic Costumes (FOR OFFICIAL USE ONLY)

Name..... Signature.....

Designation..... Date.....

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