

**THE UNIVERSITY OF DODOMA
THE 10TH GRADUATION**

AGREEMENT FOR HIRING OF ACADEMIC COSTUMES

This AGREEMENT is made this day of2019 between the **UNIVERSITY OF DODOMA** (hereunder called "the Owner" which expression shall where the context admits include the successors in the title of the Owner) of one part and (hereinafter called "the Hirer") of the other part.

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

1. The Hirer shall pay the owner a hire charge of **Tsh. 40,000/=** for the said costumes.
2. The Hirer shall during the period of hire and at his/her own expense keep the said costumes in good condition and shall be responsible for all risks of loss or damage to the said costumes.
3. The Hirer shall return the said costume to the Owner immediately after the graduation ceremony and in any case **NOT LATER THAN FIVE WORKING DAYS** after the date of the graduation ceremony.
4. A penalty of **Tsh. 10,000/=** shall be charged for each day of default to return the hired costumes and in the event of loss of the costume the owner shall be entitled to recover such loss at the current replacement cost of a new costume from the Hirer.
5. A defaulting Hirer **SHALL NOT BE ISSUED** with either a 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 4 above.

WITNESS WHERE OF the parties here to have executed these presents on the day and the year and manner hereinafter appearing.

i. Hirer (Graduand)

SIGNED AND DELIVERED

..... Day of.....2019 by:

Name of the HIRER (In full)

Registration Number

Programme

Signature

Phone Number

Email address

ii. Witness (Lawyer)

BEFORE ME:

Name (In full).

Signature:

FIX STAMP DUTY

Postal Address:

iii. Owner (University Officer)

Signed by (Name in full)..... on behalf of the
University of Dodoma

Signature **STAMP**

P.O. Box 259, Dodoma

iv. Costume Charges and Convocation Fees

Graduands at the University of Dodoma should note that all Costume charges are made by using **CONTROL NUMBER** which is obtained through UDOM SR. Graduands are therefore advised to visit their SR accounts and Use the SR generated CONTROL NUMBER assigned and Pay a non-refundable gown hire charge of Tsh. 40000/ = through BANK or MOBILE MONEY SERVICES .

More information regarding payments is also available on the University website at www.udom.ac.tz.