



# Borrowed Tool Recovery Notice

*Reuniting good tools with the people who paid for them.*

Missing tool

Owner who has looked everywhere

Last known location

Promised return date / geological era

## 01 / POSITIVE IDENTIFICATION

- |                                                                |                                                             |
|----------------------------------------------------------------|-------------------------------------------------------------|
| <input type="checkbox"/> My initials are engraved on it.       | <input type="checkbox"/> My paint is still on the handle.   |
| <input type="checkbox"/> My name is written on it three times. | <input type="checkbox"/> It resembles the one you borrowed. |

## 02 / LAST RECORDED EXPLANATION

- |                                                  |                                                           |
|--------------------------------------------------|-----------------------------------------------------------|
| <input type="checkbox"/> "I will be right back." | <input type="checkbox"/> "I thought that was the shop's." |
| <input type="checkbox"/> "I only used it once."  | <input type="checkbox"/> "Ask the other shift."           |

Person or cart currently of interest

## 03 / RETURN ARRANGEMENTS

- |                                                           |                                                            |
|-----------------------------------------------------------|------------------------------------------------------------|
| <input type="checkbox"/> Put it back. No speech required. | <input type="checkbox"/> Hand it over and we call it even. |
|-----------------------------------------------------------|------------------------------------------------------------|

*If found in my own toolbox, this notice becomes a training exercise.*

### REWARD OFFERED

**We both get to avoid this conversation.**

No confrontation required. A returned tool is enough.