

**MCS Borrower Responsibility Guidelines**  
*Approved by the AOSA and SCST Boards – 5/2007*

Master Calibration Sample Borrower Responsibility Guidelines:

1. Borrower agrees to follow the “Guidelines for Users of Master Calibration Samples” (posted on the AOSA/SCST Websites, and enclosed with the MCS sent to the borrower).
2. Borrower agrees to abide by the Loan Agreement Form for the MCS. This form must be signed by the lab manager of borrowing lab and faxed or emailed to the MCS Administrator (Federal Seed Branch) prior to shipment of MCS.
3. If the Borrower damages or loses the MCS, they or their lab will pay actual costs and any postage and handling associated with having the impacted MCS either reconstituted, or if necessary replaced. The MCS reconstitution or replacement will be made at an approved lab to be designated by the AOSA and SCST Boards.
4. If a lab is late or has not returned a sample to the MCS Administrator, the AOSA will be notified via email/fax/letter with a copy of the signed Loan Agreement. The AOSA Board will then contact the SCST Board, the MCS borrower, and discuss and implement appropriate action needed to ensure return of the MCS.

**Note:** *No specific costs are listed in #3 as they will vary depending on which MCS species is impacted and the time needed by an approved lab to reconstitute or recreate the MCS. Inflation over time can also impact costs. For example – at present a Kentucky Bluegrass MCS would probably cost significantly more to replace than an Orchardgrass MCS (as the association does not have extra non-MCS samples of Kentucky Bluegrass on hand to utilize).*