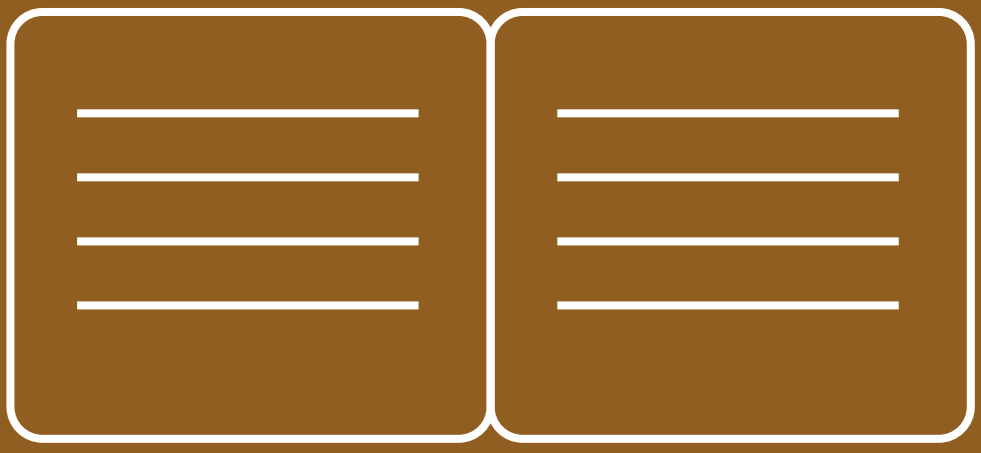
BOOKCHOWK / PRACTICAL MINI BOOKS

Borrowed and Returned

A friendly household system for lending, borrowing and returning things



SanjAI Matta

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One useful result

A friendly household system for lending, borrowing and returning things. Work through one lesson at a time, then use the three printable worksheets on a real, low-stakes situation.

Your route through this mini book

1. Agree before the item leaves

2. Record condition and accessories

3. Make reminders ordinary

4. Finish the exchange

Read the lesson, compare the worked example and complete the action. Pages 7-9 are writing sheets; page 10 helps you review the result. The editable Markdown companion contains the same prompts for reuse in a notes app.

For personal learning. Examples are fictional; adapt the worksheets to your situation.

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Agree before the item leaves

Lending becomes awkward when people assume different conditions. Name the item, who is borrowing it and when it is needed back. Check whether lending is comfortable for everyone who owns or uses it. You may decline without constructing an elaborate excuse. Avoid lending essential items you cannot spare or equipment that needs skills the borrower does not have.

Worked example

A neighbour asks for a suitcase. The owner needs it next Friday, so they agree to a Wednesday return. That buffer makes the arrangement clearer than “Bring it whenever you are done.”

Try it now

Choose a fictional lending request. Write the item, return date and any reason it may not be suitable to lend.

NOTICE → CHOOSE → TRY → REVIEW