

PHOTOGRAPHY EQUIPMENT SIGN-OUT FORM

I, _____ request permission to use:

(Name, please print)

<input type="checkbox"/> Nikon D3300	<input type="checkbox"/> Tripod #1	<input type="checkbox"/> Battery
<input type="checkbox"/> Nikon D60	<input type="checkbox"/> Tripod #2	<input type="checkbox"/> Memory Card
<input type="checkbox"/> Nikon D3000	<input type="checkbox"/> Tripod #3	<input type="checkbox"/> Battery Charger
<input type="checkbox"/> Color _____	<input type="checkbox"/> Tripod #4	<input type="checkbox"/> Extra Battery
	<input type="checkbox"/> Tripod #5	<input type="checkbox"/> Other _____
	<input type="checkbox"/> Tripod #6	

at my off campus location: _____.

This equipment will be used primarily for school business and it will be returned on

(Date)

I accept full responsibility for the equipment while it is signed out to me. I understand any damage, lost, or misplaced equipment will be charged to me. I further agree to repair or replace lost or damaged equipment (please keep in mind that this includes power cables, and USB connectors)

Signature of Requestor

Date

Signature of Equipment Custodial

Date

Signature of Administrator

Date