

Remote Equipment Check Out Request
(MUST BE FILLED OUT AND SIGNED)

Student Name _____ Class _____

Phone Number _____ Alt. Phone # _____

Date to be checked out _____ Date to be returned _____

Time to be checked out _____ Time to be checked in _____

Instructor's Signature _____ Date _____

Cameras

_____ Canon XL-1
 _____ Canon GL-1 #1
 _____ Canon GL-1 #2
 _____ Sony DSR 200 DV CAM
 _____ Sony DSR 200 DV CAM
 _____ Sony Hi 8
 _____ Film Camera
 _____ Other

Tripods

_____ Consumer
 _____ Consumer
 _____ Broadcast
 _____ Broadcast

Microphones

_____ Audio-technica mic #1
 _____ Audio-technica mic #2
 _____ Nakamichi shot gun mic
 _____ Sennheiser shot gun mic
 _____ Shure wireless lav #1
 _____ Shure wireless lav #2

Fish Poles

_____ Fish Pole #1
 _____ Fish Pole #2 (the Schwartz Pole)

Light Kits

_____ Lowel Light Kit #1
 _____ Lowel Light Kit #2
 _____ Mole Richards Light Kit
 _____ Smith-Victor Mini Spot
 _____ Lowel Broad Light Kit

Video Monitor

_____ Video Monitor #1
 _____ Video Monitor #2

_____ **Stedi-tracker**

Other

Note: equipment can only be checked out with instructor approval and signature
 I UNDERSTAND THAT ALL EQUIPMENT MUST BE RETURNED TO THE TECH OFFICE AT THE DATE AND TIME INDICATED ABOVE. Equipment can be re-issued on a NEW checkout form if it is not already reserved. If items are overdue, future checkout privileges may be revoked. **I understand I am financially responsible for any lost or stolen equipment in my care as well as repair of such equipment that is not returned in original condition.**

Student Signature _____ Date _____

Checked in by _____ Date/time _____