

Music Equipment List for Production

Production/Class: _____ **Date Required:** _____

Ensemble Director/Student Name: _____ **Date Submitted:** _____

Timpani, 21"	
Timpani, 24"	
Timpani, 27"	
Timpani, 30"	
Timpani, 33"	
Throne, timpani HBT____ D-6____	
Concert Bass drum, 36"	
Bass drum, 30" w/stand	
Snare drum (Type)	
Concert snare stand (Qty____)	
Suspended cymbal	
Suspended cymbal stand (Qty____)	
Crash (hand) cymbals (w/stand)	
Xylophone	
Marimba	
Vibraphone	
Glockenspiel (bells) w/stand	
Chimes, Orchestral	
Chime (mark) tree	
Bass Drum w/pedal (drum kit)	
Snare stand (drum kit)	
Throne (drum kit)	

Drum kit rug	
Floor tom (drum kit)	
Tom-tom, (Size) (drum kit)	
Tom-tom, (Size) (drum kit)	
Ride/Crash Cymbals (drum kit)	
Hi-hat	
Tambourine w/hd____wo/hd____	
Bass amp	
Guitar amp	
Keyboard/mic amp	
Keyboard w/stand	
Keyboard bench	
Mic (Type/Qty) w/stand	
Power box	
Extension cord	
Music stands (Qty)	
Chairs (Qty)	
Conductor's stand	
Conductor's podium	
Temple blocks	
Congas (w/stands)	
Bongos	

[illegible]



THIS FORM MUST BE FULLY COMPLETED INCLUDING SECURING THE APPROPRIATE SIGNATURES
PRIOR TO REMOVAL OF DISTRICT-OWNED PROPERTY

REMOVAL REQUEST OF DISTRICT-OWNED PROPERTY

Name _____ Staff _____ Student _____

Address (Location of Equipment) _____

Phone # _____ Dept. _____ Ext. _____

EQUIPMENT DESCRIPTION _____ Property Tag # _____

Mfg. _____ Model # _____ Serial # _____

Value According to Inventory Records \$ _____

Justification for Request _____

Equipment to be Returned By _____

I hereby acknowledge that if equipment is not returned by the above prescribed time, I shall not be allowed to register for the following semester and my grades shall be withheld, or the value of the equipment shall be deducted from monies owed me, whichever is applicable.

Requestor's Signature _____

Department Chair/Director Approval _____ Date _____

SEND ORIGINAL TO INVENTORY * RETAIN COPY FOR DEPARTMENTAL RECORDS