

Video Camcorder Kit Checkout

The following student has an assignment in my class for which (s)he needs to check out a video camcorder.

Name: _____ ID#: _____

Teacher Signature: _____ Class: _____

FOR OFFICE USE ONLY

Equipment barcode #: _____

Check Out	Check In	
_____	_____	Video Camcorder
_____	_____	Camera Bag with Shoulder Strap
_____	_____	Tripod
_____	_____	Tripod straps (2)
_____	_____	USB cord
_____	_____	Miscellaneous _____

I have looked over the above checklist and agree that the marked items were given to me in the camcorder kit. I am aware that the above equipment must be checked out by 2:50 pm today, picked up with my ID by 3:05 pm, and must be returned back to the library by 7:25 am the following school day. In the case that any of the above equipment is not returned on time, I will be charged a **\$5.00 per day late fee.**

Student Signature: _____ Date: _____