

Studio M



Studio M Camera Check Out

Walb 220

260-481-0114

////////// Please Print Legibly! //////////

Check Out Date:

Student ID Number:

Name:

E-Mail Address:

Street/PO Box:

Primary Telephone:

City/State/Zip:

Alt. Telephone:

Dept/Course #:

Instructor:

Camera: _____

Included Items: _____

- _____ Canon EOS Rebel T2i
- _____ Olympus EVOLT 500
- _____ HP Photosmart E327 # _____
- _____ Panasonic AG-DVC7 # _____
- _____ Canon HG10 # _____
- _____ Canon HG20 # _____

- _____ Camera Bag
- _____ Memory Card
- _____ Battery Pack
- _____ Charger
- _____ 2 Piece Camera Power Cable
- _____ Tripod & Camera Mount # _____
- _____ Lapel Mic
- _____ Desktop Mic
- _____ USB Cable
- _____ Lens Cap

Terms of Agreement

If the camera or any part thereof is missing or damaged upon return, the client will be responsible for the current replacement cost.

The student, staff or faculty may check out one camera for up to 48 hours. Students, staff and faculty have 1 option of a 48 hour renewal if there are no reservation conflicts or equipment requests. Late returns will result in the client privileges being temporarily suspended and a hold being placed on your student account until the camera is returned or replaced.

Cameras will be inspected after return and a report of all replacement cost (if applicable) will be forwarded to the client.

Due to limited camera resources in Studio M, students, faculty and staff are restricted to 2 reservations per semester for any still camera and 4 reservations per semester for any video cameras.

By signing below, I understand and agree to the terms listed above.

Signature _____
(Student, Faculty, Staff)

Date _____

Signature _____
(Studio M Coordinator or Lab Assistant)

Date _____

Date Returned:

Initial At Return _____
(Student, Faculty, Staff)

Initial At Return _____
(Studio M Coordinator or Lab Assistant)

Camera issues upon return listed on the back.