

Scheduled Pick Un:

EQUIPMENT CHECK-OUT FORM

Scheduled Return

ber/Organization:	Phone:		
EQUIPMENT IS DUE BACK B IF YOU NEED TO RETURN IT LATER, YOU MEMBER. IF NO ARRANGEMENTS ARE N		GEMENTS WITH A STAFF	
ITE	М	QUANTIT	
Camera #			
Tripod #			
Wireless Mic #			
Wired Mic #			
Mic Cable #			
Cables:			
Other:			
I agree to accept full responsibite Failure to sign or have staff initial below further understand that it may take as returned, and that I will be held responsible my presence or not. If a card is on file, it and any excess charges will be sent in an	many as two business days for stat sible for any damage found whether will be charged for damages. If a dep	any damage found later. I ff to check equipment when the equipment is checked in	
Equipment Condition - PICK UP	Equipment	Inspection - RETURN	
Member inspected equipment Member DECLINED inspection	equipment comp	 Staff has completed initial inspection and found equipment complete upon return. Detailed inspection to be performed. 	

Damages: ☐ Card on file or ☐ Deposit on file