CODE 742.1-R1

TECHNICAL EQUIPMENT SIGN OUT FORM

I, _____, assume responsibility for
(name)
_____ during the following time period:___
(equipment)
_____ to _____. I understand the equipment

will be returned to _____ by _____
(school) (date)
The current condition of the equipment is _____

_____.

Other equipment information:_____

_____

I have demonstrated competency in hooking up and/or using equipment. In case of fire, loss, theft, or damage, I may be asked to file a homeowner's insurance claim for recovery. In the absence of insurance coverage, I shall be responsible for repair or for
replacement at the discretion of the District.

Serial Numbers: _____ _____ _____
Monitor CPU Printer

_____ _____
Signature of Requester Date

_____ _____
Signature of Principal Date

For Office Use Only

Equipment Return Date_____Condition_____

Principal Initial_____