



Communication Studies Equipment Checkout Form

***Make sure that all information filled out on this form is synonymous to your SharePoint order!**

Name: _____ Email: _____ Phone: _____

Class: _____ Professor: _____

Equipment Pickup Date: _____ Equipment Pickup Time: _____

Equipment Return Date: _____ Equipment Return Time: _____

Using the drop-down menus, click which equipment you would like in your order.

***Please look at the other orders on SharePoint before you fill this section out to ensure there will be no duplicates! ***

CAMERA: _____

CAM. ACCESSORIES: _____

AUDIO: _____

MICS/ACCESSORIES: _____

STABILIZERS/RIGS : _____

LIGHTING/GRIP: _____

LENSES/FILTERS: _____

EXTRAS: _____

***Marked Items are only available to COM 480 and advanced students.**

List equipment issues here, upon return:

Signature: _____ Date: _____ Time out: _____

Signature: _____ Date: _____ Time returned: _____

I understand that my signature above verifies that I have returned all equipment listed above in good working condition, unless otherwise indicated in the space provided on this form.