

# EDUCATIONAL TECHNOLOGY EQUIPMENT ON LOAN FORM

Date Loaned Out: \_\_\_\_\_

Checked Out By: \_\_\_\_\_  
Signature

Loaned To: \_\_\_\_\_  
Print

\_\_\_\_\_  
Signature

Site/Location: \_\_\_\_\_  
Room #

Equipment Desc: \_\_\_\_\_  
Type: computer, camera, projector, etc.

\_\_\_\_\_  
Manufacturer, Model #, etc.

\_\_\_\_\_  
With cables, etc.

\_\_\_\_\_

Assett # or ID #: \_\_\_\_\_

Estimated Return: \_\_\_\_\_

Date Returned: \_\_\_\_\_

Returned By: \_\_\_\_\_  
Signature

Checked In By: \_\_\_\_\_  
Signature