STUDENT EQUIPMENT CHECKOUT FORM

Helix Charter High School
Fiscal Services Division
Senior Project

This form must be completed with an authorized parent signature and returned before any equipment is released for borrowing. All borrowed equipment must be returned to Room 1490 before 7:40 am the following morning, or else a daily late fee is incurred to the student at the rate of $5.00. If the equipment is not returned within 10 days of release, the equipment is deemed lost and the borrowing party is responsible for replacing the item at the rates below.

Description of Equipment: Canon ZR25MC Digital Camcorder ($900.00), Carrying Case ($35.00), Power Adapter ($100.00), AC Cable ($60.00) Battery Pack ($60.00), S-video Cable ($60.00)

Student Name _____

Student ID# _____

Address _____

_____

_____

Phone _____

Check Out Date _____
Return Date _____

In signing this paper, I assume full responsibility for loss or damage to the items listed above. I agree that failure to return equipment when due will incur forfeiture of checkout privileges.

Student Signature _____ Date _____

Parent/Guardian Signature _____ Date _____