

FAYETTE  
CAMPUS HAMILTON  
CAMPUS JASPER  
CAMPUS SUMITON  
CAMPUS 

## BEVILL STATE COMMUNITY COLLEGE LIBRARY

### Equipment Request Form

Community Use \_\_\_\_\_

College Use \_\_\_\_\_

Citizen/Instructor \_\_\_\_\_ Date \_\_\_\_\_

College Dept. \_\_\_\_\_ Room No. \_\_\_\_\_

Community Purpose \_\_\_\_\_ Phone Number \_\_\_\_\_

Date Needed \_\_\_\_\_

E-mail Address \_\_\_\_\_

\_\_\_\_\_ LCD Projector

\_\_\_\_\_ Extension Cord

\_\_\_\_\_ Overhead Projector

\_\_\_\_\_ Screen

\_\_\_\_\_ Slide Projector

\_\_\_\_\_ Television

\_\_\_\_\_ VCR/DVD Combo

\_\_\_\_\_ Projector Cart

\_\_\_\_\_ Camcorder

\_\_\_\_\_ CD Player

\_\_\_\_\_ Cassette/Player Recorder

\_\_\_\_\_ Laptop Computer

\_\_\_\_\_ TV/VCR/DVD Combo

\_\_\_\_\_ VCR w/Camcorder

\_\_\_\_\_ Other \_\_\_\_\_

\_\_\_\_\_ Tripod

**RESERVATIONS MUST BE MADE THREE DAYS IN ADVANCE**

## BEVILL STATE COMMUNITY COLLEGE LIBRARY

### Community/Instructor Check-Out of College Equipment

I hereby agree that I will take care of this equipment to the best of my ability. I will be transporting this equipment to my home for use in college-connected purposes and will be responsible for its care and return to the college by \_\_\_\_\_ (date). I also understand that I will be responsible for loss or damage to this equipment.

 \_\_\_\_\_  
 (Type of Equipment)

 \_\_\_\_\_  
 (Serial Number)

 \_\_\_\_\_  
 (Name)