

PRINT NAME _____ ID# _____ DATE _____

PERMISSION FOR USE OF EQUIPMENT

I request permission to use the following:

- ___ Digital Video Camera (\$) ___ Digital Camera Card (\$) ___ Kindle DX (\$)459.00
- ___ Digital Camera Charger (\$) ___ Tripod (\$) ___ iPod \$ _____
- ___ Digital Still Camera (\$) ___ Kindle (\$)359.00 ___ Other \$ _____

EQUIPMENT IS AVAILABLE FOR up to 2 week CHECK-OUT, renewals may be available.

- I understand and agree that I am responsible for the repair or replacement of damaged or stolen equipment. (See below) I will NOT loan this equipment to anyone else. I will keep the equipment secure.
- I further understand that, as outlined on the *Fines and Privileges* table, use privileges may be revoked and fines incurred if equipment is not returned by 8:00 A.M. the day it is Due .

SIGNATURE OF STUDENT:

NAME OF PARENT/GUARDIAN:(necessary for equipment valued over \$100.00)

(PRINT NAME _____) (SIGN NAME _____)

Phone number(s) of Parent/Guardian - Day: _____ / Evening: _____

NAME OF TEACHER ASSIGNING PROJECT/recommendation:

(PRINT NAME)

Equipment Number: _____

Days Late	Fine	Equipment Check-out Privilege
1 - 3 Equipment may be renewed	TBA	May be revoked for remainder of semester

Repeat Infractions

If equipment is returned late more than three (3) times during the semester, for any reason other than excused absence, the student's privileges will be revoked for the remainder of the school year.

Equipment Damage

Extent of equipment damage is determined by SHS Library / Technology staff.

Fines: If the damage can be repaired in-house, the student may be fined a fee of no less than \$10. If the equipment must be sent out for repair, the student may be financially responsible for the repair. Some equipment has extended warranty.

Privileges: Depending on the amount and nature of the damage, student's check-out privilege may be revoked for as little time as one week to as much time as the remainder of the school year.

Other Action: Student is subject to disciplinary actions.