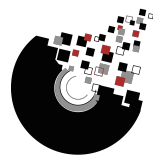


TP-CHECKLIST



Worker-out _____ @ _____ Date Out

Worker-in _____ @ _____ Date Returned

PATRON HAS A 'PATRON AGREEMENT FORM' ON FILE

DUE _____ @ _____	
_____ _____	
Print	Signature
(____) - _____ _____	
Contact #	CWID
I have read The Sanford Media Center Policies and Procedures and by signing this form, I take full responsibility for this equipment. I agree to pay any late fees or fines for any loss or repair due to damages that may occur in my care. My signature guarantees that I am checking this out for personal use.	

Tripod (TP 1 2 3 4 5 6 7 8 9 10 11 12):

NOTES OUT:
NOTES IN:

out in

- Metal connector (screws onto camera and latches to tripod stand)
- All three (3) rubber feet are still intact
- Cranks, knobs and BOTH handles are present and in working order
- Fully Functional (legs extend; cranks present and tighten; plastic/metal not damaged; PLACE IN NOTES)**

IF ANY ITEM IS MISSING OR NOT WORKING, IT SHOULD NOT BE CHECKED IN/OUT WITHOUT A SUPERVISOR'S APPROVAL.