

FALL 2014

LATE FEES

ALL EQUIPMENT DUE BY MONDAY AT 11AM

If equipment is late (by even a few minutes), the equipment is considered a day late
Fees can be paid in the CAL office (Peirce 308) or to any VA&T faculty

NAME	ID #	CHECKOUT FORM?	FEE/PAID	FEE/PAID	FEE/PAID	NO FURTHER CHECKOUT
Doe, Jane	xxx-xxxx					
Doe, John	xxx-xxxx					

000001: T2I DSLR #1

Manufacturer: **Canon** | Serial #: **xxxxxx**

SHOULD INCLUDE

Camera body, lens and cap, case, battery, battery charger, USB cable, SD card



CHECK LATE FEES FIRST -- NO CHECKOUT UNTIL FEES ARE PAID!

WEEK	RESERVED FOR	CHECKED OUT TO	DATE DUE	DATED CHECKED IN	# DAYS OVERDUE
Monday, August 25			Monday, September 1		
Monday, September 1			Monday, September 8		
Monday, September 8			Monday, September 15		
Monday, September 15			Monday, September 22		
Monday, September 22			Monday, September 29		
Monday, September 29			Monday, October 6		
Monday, October 6			Monday, October 13		
Monday, October 13			Monday, October 20		
Monday, October 20			Monday, October 27		
Monday, October 27			Monday, November 3		
Monday, November 3			Monday, November 10		
Monday, November 10			Monday, November 17		
Monday, November 17			Monday, November 24		
Monday, November 24			Monday, December 1		

Monday, December 1			Monday, December 8		
Monday, December 8			Monday, December 15		

NOTES

Please note any problems with the equipment, broken or missing pieces, etc

000002: T2I DSLR #2

Manufacturer: **Canon** | Serial #: **xxxxxxx**

SHOULD INCLUDE

Camera body, lens and cap, case, battery, battery charger, USB cable, SD card



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Monday, August 25			Monday, September 1		
Monday, September 1			Monday, September 8		
Monday, September 8			Monday, September 15		
Monday, September 15			Monday, September 22		
Monday, September 22			Monday, September 29		
Monday, September 29			Monday, October 6		
Monday, October 6			Monday, October 13		
Monday, October 13			Monday, October 20		
Monday, October 20			Monday, October 27		
Monday, October 27			Monday, November 3		
Monday, November 3			Monday, November 10		
Monday, November 10			Monday, November 17		
Monday, November 17			Monday, November 24		
Monday, November 24			Monday, December 1		

Monday, December 1			Monday, December 8		
Monday, December 8			Monday, December 15		

NOTES

Please note any problems with the equipment, broken or missing pieces, etc

000003: 3D VIDEO CAMERA #1

Manufacturer: **Panasonic** | Serial #: **xxxxxx**

SHOULD INCLUDE

Camera, case, lens cap, battery, battery charger with power cable, USB cable



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Monday, September 29			Monday, October 6		
Monday, October 6			Monday, October 13		
Monday, October 13			Monday, October 20		
Monday, October 20			Monday, October 27		
Monday, October 27			Monday, November 3		
Monday, November 3			Monday, November 10		
Monday, November 10			Monday, November 17		
Monday, November 17			Monday, November 24		
Monday, November 24			Monday, December 1		

Monday, December 1			Monday, December 8		
Monday, December 8			Monday, December 15		

NOTES

Please note any problems with the equipment, broken or missing pieces, etc

000004: 3D VIDEO CAMERA #2

Manufacturer: **Panasonic** | Serial #: **xxxxxx**

SHOULD INCLUDE

Camera, case, lens cap, battery, battery charger with power cable, USB cable



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Monday, September 29			Monday, October 6		
Monday, October 6			Monday, October 13		
Monday, October 13			Monday, October 20		
Monday, October 20			Monday, October 27		
Monday, October 27			Monday, November 3		
Monday, November 3			Monday, November 10		
Monday, November 10			Monday, November 17		
Monday, November 17			Monday, November 24		
Monday, November 24			Monday, December 1		

Monday, December 1			Monday, December 8		
Monday, December 8			Monday, December 15		

NOTES

Please note any problems with the equipment, broken or missing pieces, etc

000005: 3D VIDEO CAMERA #3

Manufacturer: **Panasonic** | Serial #: **xxxxxx**

SHOULD INCLUDE

Camera, case, lens cap, battery, battery charger with power cable, USB cable



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Monday, September 1			Monday, September 8		
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Monday, September 29			Monday, October 6		
Monday, October 6			Monday, October 13		
Monday, October 13			Monday, October 20		
Monday, October 20			Monday, October 27		
Monday, October 27			Monday, November 3		
Monday, November 3			Monday, November 10		
Monday, November 10			Monday, November 17		
Monday, November 17			Monday, November 24		
Monday, November 24			Monday, December 1		

Monday, December 1			Monday, December 8		
Monday, December 8			Monday, December 15		

NOTES

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000006: 3D VIDEO CAMERA #4

Manufacturer: **Panasonic** | Serial #: **xxxxxx**

SHOULD INCLUDE

Camera, case, lens cap, battery, battery charger with power cable, USB cable



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Monday, September 29			Monday, October 6		
Monday, October 6			Monday, October 13		
Monday, October 13			Monday, October 20		
Monday, October 20			Monday, October 27		
Monday, October 27			Monday, November 3		
Monday, November 3			Monday, November 10		
Monday, November 10			Monday, November 17		
Monday, November 17			Monday, November 24		
Monday, November 24			Monday, December 1		

Monday, December 1			Monday, December 8		
Monday, December 8			Monday, December 15		

NOTES

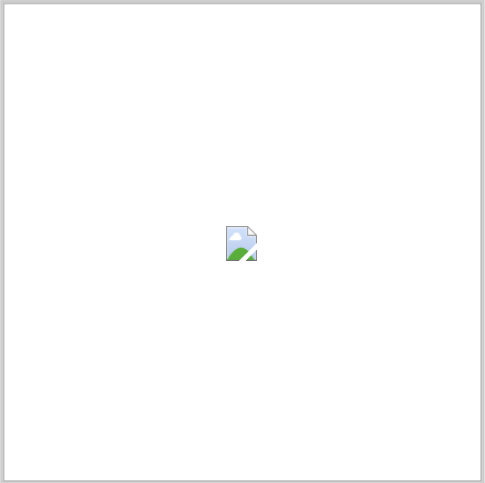
Please note any problems with the equipment, broken or missing pieces, etc

000007: POWERSHOT

Manufacturer: **Canon** | Serial #: **xxxxxxx**

SHOULD INCLUDE

Camera, case, battery, battery charger, SD card, USB cable



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Monday, October 6			Monday, October 13		
Monday, October 13			Monday, October 20		
Monday, October 20			Monday, October 27		
Monday, October 27			Monday, November 3		
Monday, November 3			Monday, November 10		
Monday, November 10			Monday, November 17		
Monday, November 17			Monday, November 24		
Monday, November 24			Monday, December 1		

Monday, December 1			Monday, December 8		
Monday, December 8			Monday, December 15		

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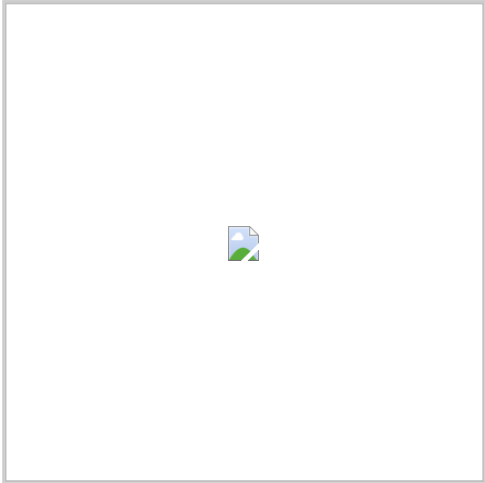
Please note any problems with the equipment, broken or missing pieces, etc

000008: MINIDV VIDEO CAMERA

Manufacturer: Sony | Serial #: xxxxxx

SHOULD INCLUDE

Camera, case, battery, battery charger, FireWire cable



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Monday, September 22			Monday, September 29		
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Monday, October 13			Monday, October 20		
Monday, October 20			Monday, October 27		
Monday, October 27			Monday, November 3		
Monday, November 3			Monday, November 10		
Monday, November 10			Monday, November 17		
Monday, November 17			Monday, November 24		
Monday, November 24			Monday, December 1		

Monday, December 1			Monday, December 8		
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NOTES

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000009: H4N AUDIO RECORDER #1

Manufacturer: **Zoom** | Serial #: **xxxxxx**

SHOULD INCLUDE

Recorder, case, USB cable



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Monday, October 13			Monday, October 20		
Monday, October 20			Monday, October 27		
Monday, October 27			Monday, November 3		
Monday, November 3			Monday, November 10		
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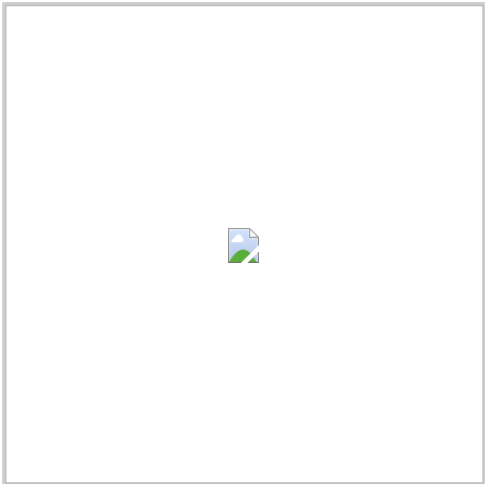
Please note any problems with the equipment, broken or missing pieces, etc

000010: H4N AUDIO RECORDER #2

Manufacturer: **Zoom** | Serial #: **xxxxxx**

SHOULD INCLUDE

Recorder, case, USB cable



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Monday, October 13			Monday, October 20		
Monday, October 20			Monday, October 27		
Monday, October 27			Monday, November 3		
Monday, November 3			Monday, November 10		
Monday, November 10			Monday, November 17		
Monday, November 17			Monday, November 24		
Monday, November 24			Monday, December 1		

Monday, December 1			Monday, December 8		
Monday, December 8			Monday, December 15		

NOTES

Please note any problems with the equipment, broken or missing pieces, etc