

Richard Bland College
RBC Film Club

Equipment Request Form for SONY DCR-TRV 280 Digital Video Recorder & Tripod

Advisor: Daniel Zelinski*

TO BE COMPLETED BY ADVISOR:

Professor Zelinski/Finney authorizes _____ to borrow the digital video recorder and/or tripod purchased with college funds for the RBC Film Series Club.

Student named above is specifically authorized to borrow:

___digital video recorder
___tripod

from start date: _____
to end date: _____.

Date: _____ Signature of Advisor: _____

TO BE COMPLETED BY STUDENT:

- I understand that if I lose or damage this equipment, I must pay \$349.99 in replacement fees.
- I understand that if I return the digital video recorder & tripod late, I will be charged \$5 per day in fines.

Date: _____ Signature of Student: _____

TO BE COMPLETED BY LIBRARY STAFF:

Recorder and/or tripod were borrowed on _____.

Date: _____ Signature of Library Staff: _____

Recorder and/or tripod were returned on _____.

Date: _____ Signature of Library Staff: _____

* Rachel Finney has been appointed by Daniel Zelinski to approve student requests for the digital video recorder & tripod.