

EQUIPMENT RELEASE FORM

Borrower's Name: _____

Borrower's Dept: _____

Date of Removal: _____ Expected Date of Return: _____

Equipment Description:	Serial No.:
1)	1)
2)	2)
3)	3)
4)	4)
5)	5)

Reason for Use: _____

Borrower's Signature: _____ Date: _____

Supervisor Authorization: _____ Purchasing Authorization: _____

Purchasing Dept. Return Confirmation: _____ Actual Date of Return: _____

By signing, I agree to accept liability for the equipment listed. I understand that should any damages occur that exceed the warranty of the merchandise while the equipment is in my possession, I will be held fully responsible and liable for the full amount of the repairs/replacement of the equipment.