



PLEASANTVILLE COMMUNITY TELEVISION (PCTV) FIELD EQUIPMENT
RESERVATION AND CHECK OUT FORM

Reservation Date _____

Camera(s) _____

Tripods(s) _____

Microphones(s) _____

Headset(s) _____

Lights(s) _____

Battery/Charger _____

Other _____

(Borrower) Name: _____

*Signature _____

Check Out Date _____

Return Date _____

Phone #: _____

PCTV Staff: _____

- *I hereby agree by my signature that I'm financially responsible for damaged, lost or stolen equipment.
- Borrower agrees that all equipment listed in the Equipment Check-Out Form was in good working order at the time of checkout.
- Borrower agrees to pay a late fee of \$25 for each day equipment is past due.