

**Township High School District 211**  
Authorization for Equipment Checkout by Students

Faculty and staff of Township High School District 211 are permitted to check out select technology equipment, including, but not limited to, digital cameras, laptop computers, camcorders, and CD players for instructional purposes. District personnel are responsible for the use and care of the equipment including replacement costs if damaged, lost or stolen. Students may also borrow technology equipment for instructional purposes with the consent of the instructor or district employee. The student is ultimately responsible for the use and care of the borrowed equipment including replacement costs if damaged, lost, or stolen.

Student Name: \_\_\_\_\_

Item(s) being checked out: \_\_\_\_\_

Briefly describe your intended instruction-related use of this equipment: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name of teacher endorsing use of this equipment: \_\_\_\_\_

Teacher Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Check Out Date:

Return Date:

**For Office Use**

Tech Staff Member Signature: \_\_\_\_\_

Serial Number: \_\_\_\_\_ Replacement Cost: \_\_\_\_\_

Accessories Included: \_\_\_\_\_

\_\_\_\_\_