

GEAR SIGN-OUT SHEET

Note: Please check the Reservation List to confirm that the equipment being borrowed has not been reserved by someone else

CIRCLE ONE >>

- Type of trip..... OC@NU / Private

FILL PERSONAL INFORMATION >>

Name	Address	
E-mail	Phone	Cell (Optional)

FILL EQUIPMENT INFORMATION >>

Item No. 1	ID#
What -	
S/N or Model No. -	Color - Brand -
Other info. -	
Item No. 2	ID#
What -	
S/N or Model No. -	Color - Brand -
Other info. -	
Item No. 3	ID#
What -	
S/N or Model No. -	Color - Brand -
Other info. -	

Check-out Date /..... /..... Expected Return Date /..... /.....

Borrower Signature Officer Signature

FOR ADMINISTRATIVE USE ONLY >>

Return Date	/ /
Missing? Notes	
Damaged? Notes	
Officer Signature	