



# Equipment Check-Out/In Form

NOTICE:  
WHEN BEING TRANSFERRED  
FROM ONE LOCATION TO  
ANOTHER, THIS CAMERA/EQUIPMENT  
MUST BE CARRIED IN ITS  
ACCOMPANYING CARRYING CASE.

Branford Community Television  
Branford Community Television, Inc., 40 Kirkham Street, Branford, CT 06405  
Tel: (203) 481-3232 Fax: (203) 483-8507 E-Mail: studio@branfordtv.org Web: branfordtv.org

CAMERA 1 VHS  
Pan. AG 186 S/N#:L3WA11230

CAMERA 2 S-VHS  
Pan. AG 450 S/N#:BOHD00479

CAMERA 3 S-VHS  
Pan. AG 456 S/N#: J9HB00816

CAMERA 4 S-VHS  
Pan. AG 456 S/N#: JNHB00677

CAMERA 5 S-VHS  
JVC GY-X3U S/N#: 10553319

CAMERA 6 MINI-DV  
Pan.G5150 S/N#: E5HA51193

CAMERA 7 MINI-DV  
Pan. AG DVC7 S/N#: B3HG00396

CAMERA 8 MINI-DV  
Pan. AGDVC-60 S/N#: C6TD00006R

CAMERA 9 MINI-DV  
Pan. AGDVC-60 S/N#: C6TD00005R

CAMERA 10 S-VHS  
Pan. AG456U S/N#: K9HB00436

Power Supply/Battery Charger/Clip  
 Tripod (type: \_\_\_\_\_)  
 Quick-Release Adaptor  
 Camcorder Instruction Booklet  
 Hard Carrying Case Black/Grey/Yellow

**Batteries**  
Type/How many: \_\_\_\_\_

**Extension Cords**  
Type/How many: \_\_\_\_\_

**Microphones**

<input type="checkbox"/> Hand-held Type: Quantity:	<input type="checkbox"/> Audio Technica Lavalier Quantity:
<input type="checkbox"/> Sennheiser Wireless w/Xmtr/Rcvr. Quantity:	<input type="checkbox"/> Shotgun Type: Quantity:
	<input type="checkbox"/> XLR Pro Mixer Type: Quantity:

**NRG Lighting Kit**  
 (Includes light & battery belt)

**Additional Accessories**

Borrower(s) Name: \_\_\_\_\_ Reason for use: (program) \_\_\_\_\_  
Address: \_\_\_\_\_ City/Town: \_\_\_\_\_ Zip Code: \_\_\_\_\_ - \_\_\_\_\_  
Home Tel: (203) \_\_\_\_\_ - \_\_\_\_\_ Work Tel: (203) \_\_\_\_\_ - \_\_\_\_\_ Funding Sponsor & Amount: \_\_\_\_\_  
Date Borrowed: \_\_\_/\_\_\_/\_\_\_ Date To Be Returned: \_\_\_/\_\_\_/\_\_\_ Actual Date Returned: \_\_\_/\_\_\_/\_\_\_  
Borrower CT Drivers License Operator #: \_\_\_\_\_ Exp. \_\_\_\_\_  
Borrower Signature: \_\_\_\_\_ BCTV Staff Signature: \_\_\_\_\_  
(Borrower signature indicates understanding of and is in full agreement with terms listed on this page/contract)

Terms and Conditions: Borrower is responsible for the care and prompt return of borrowed equipment. Equipment must be returned in the same condition as when borrowed, including all accessories. Borrower must be certified by the BCTV Staff to be able to borrow and use said equipment. Borrower is responsible for the cost to repair and/or replace lost, stolen or damaged equipment. If the equipment is damaged, lost or stolen while under contract to Borrower, the Borrower will have equipment privileges suspended until full compensation to BCTV is made, or until a payment/installment contract is signed with BCTV. Borrower must call BCTV at least 48 hours in advance to schedule use of equipment. Borrower must make appointment to both pick-up and return borrowed equipment. Borrower MUST return all borrowed equipment on or before scheduled return date. Late equipment return is considered a violation, and may result in suspension of any and all privileges.  
**YOU ARE FULLY RESPONSIBLE FOR RETURN OF THIS EQUIPMENT IN THE EXACT SAME CONDITION AS IT WAS WHEN LOANED TO YOU.  
DO NOT LEAVE EQUIPMENT IN CAR IN DIRECT SUNLIGHT OR OVERNIGHT.**