

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 \_\_\_\_\_

Other \_\_\_\_\_

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(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.