



Joplin Schools

Equipment Check-Out Form

I _____ located at _____

Am checking out the below district – owned device(s). I understand that the below is the property of the Joplin R-8 School District and that this equipment is being provided for the use of school business only.

I have been trained on this equipment and fully understand that only I am to operate this equipment. The condition of this equipment is my sole responsibility. Any damage done to this equipment will be paid for by me.

Description of said equipment:

Serial Number(s): _____

R – 8 Asset Number(s): _____

Printed Name

Signature

Date

Date equipment checked out: _____

Date equipment checked in: _____

Signature of building Principal/Supervisor