

OSD Equipment checkout agreement

The following equipment is being checked out to me for my use during the _____ semester, 20____. At the end of this semester, it is my responsibility to come to the OSD office to return the equipment in the condition that it was in when I received it or to sign an updated checkout agreement form. Failure to do so will result in a hold in the Bursar's office which will prevent me from registering for any more classes, receiving grades from the records office, or receiving my transcript from the university.

(equipment/serial number being checked out)

(student signature)

(date)