

WAKULLA COUNTY SCHOOL BOARD EQUIPMENT CHECK-OUT FORM

Item:	
Property Record Number:	Serial Number:
Check-Out Date:	Expected Date of Return:

When checking out a computer system, also list serial numbers of keyboard and monitor.

Name (Print)

_____/_____
Signature Date

_____/_____
Approved by Principal Date

For Office Use
Date Equipment Returned: _____
Accepted By: _____
Comments (Indicate if equipment property has been damaged, etc): _____

