



Chromebook Check Out Form

Student Name: _____

Parent/Guardian Name: _____

Blue Tag #: _____ Red Tag #: _____

Green Tag #: _____ Gold Tag #: _____

Check Out Date: _____

Description of Item: _____

School: ____ KLE ____ KME ____ KUE ____ KJHS ____ KHS

FOR SCHOOL USE ONLY

Date Returned: _____

Items Returned: _____

School Employee Signature:

- Check Out _____

- Returned _____



I agree that the equipment/device issued shall be returned at any time specified by my school. I understand that I am required to only use the equipment/device in accordance with school related assignments and then return the equipment in a reasonable condition when asked. I also understand that I am to utilize program equipment according to approved school Policies and Procedures.

If any, or part, of the equipment is damaged or lost through routine use or by my own negligence, I understand that I am responsible for notifying the school immediately in writing. I understand that I will be liable for the costs to repair or replace, either through cash payment or garnishment. Failure to notify the school of lost or damaged equipment could result in failure to checkout/use of program equipment or being personally liable for the replacement cost of the item (according to inventory unit cost).

Equipment use: Students are being issued this chromebook to complete course requirements during the COVID-19 state of emergency.

Student Name _____

Student Signature _____

Date _____

Parent/Guardian Name _____

Parent/Guardian Signature _____