**Equipment Rental Application Form for School Clubs**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Club name |  |  | Borrowers | Users |
| Period | Borrow date:Return date: (The maximum borrowing period is up to 7 days) | Name |  |  |
| Department |  |  |
|  S/N |  | Student ID# |  |  |
| Activity Name |  | Occupation |  |  |
| Location | □in campus □off campus \_\_\_\_\_\_\_\_\_\_\_ | Cellphone # |  |  |
| If the borrowed equipment is lost, damaged, or destroyed. The borrower should assume the responsibility to replace the subject equipment | Signature:  |
| Precious equipment | Quantity | Equipment S/N | Remark | Normal equipment | Quantity  | Equipment S/N | Remark |
| □Large TOYA |  |  |  | □First aid kit |  |  |  |
| □Wireless MIC |  |  |  | □Portable stereo |  |  |  |
| □Power cord |  |  |  | □MIC |  |  |  |
| □Small TOYA |  |  |  | □Tent umbrella  |  |  |  |
| □Power cord |  |  |  | □Folding chairs |  |  |  |
| □DV |  |  |  | □Scroll adapter |  |  |  |
| □Battery |  |  |  | □Multi-socket adapter |  |  |  |
| □Base |  |  |  | □Flash light |  |  |  |
| □USB cord |  |  |  | □Plastic chairs |  |  |  |
| □Power cord |  |  |  | □Timer  |  |  |  |
| □Digital Camera |  |  |  | □Megaphone |  |  |  |
| □Battery |  |  |  | □Audio cable |  |  |  |
| □USB cord |  |  |  | □Tripod |  |  |  |
| □Power cord |  |  |  | □Cradle head  |  |  |  |
| □Memorial Card |  |  |  | □Cart |  |  |  |
| □Projector |  |  |  | □Aluminum ladder |  |  |  |
| □VGA cord (blue) |  |  |  |  |  |  |  |
| □Power cord |  |  |  |  |  |  |  |
| □Ham |  |  |  | Reservation Stamp |  |
| □Headphone |  |  |  | Reservation Records Keeper：Data \_\_\_\_/\_\_\_\_\_\_\_/\_\_\_\_\_\_ Time:\_\_\_\_\_\_\_\_\_\_ |
| □Charger |  |  |  |
| □Laptop |  |  |  | Handing out：Data \_\_\_\_/\_\_\_\_\_\_\_/\_\_\_\_\_\_ Time:\_\_\_\_\_\_\_\_\_\_ |
| □Mouse |  |  |  |
| □Power cord |  |  |  | Getting InData \_\_\_\_/\_\_\_\_\_\_\_/\_\_\_\_\_\_ Time:\_\_\_\_\_\_\_\_\_\_※Overdue：□No Overdue；□Overdue Days |
| □external cd drive |  |  |  |
| □Projector Screen |  |  |  |

**□ I hereby have read *Notification on Collecting, Processing, and Utilization of Personal Data*, issued by Extracurricular Activities Guidance Section**

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