

MEDIA SERVICES EQUIPMENT REQUEST

For Classroom Use Only

Today's Date	
Date Equipment is Required	
Classroom	
Pick-Up Time	
Return Time	
Requested By	
Department	
Ext #	
Mark Equipment Needed	
Data Projector- without computer (DP)	
Data Projector Cart – with computer (DPC)	
Digital Still Camera	
DVD/VHS Projector (VP)	
Flat Panel – with DVD & VHS (FP)	
Flat Panel – with Blu-Ray Player (FPB)	
MP3/CD Player (BB)	
Overhead Projector (VG)	
Video Camera	
Other	

Equipment should be pick up and return in the **Media Services Department (L112)**