



**College of Education  
and Human Services**

Southern Illinois University Carbondale

Multimedia Center for  
Teaching and Learning

**Equipment Checkout Form**

Borrower's Name: \_\_\_\_\_

Faculty/Student ID #: \_\_\_\_\_

Contact Phone #: \_\_\_\_\_

SIU Tag #: \_\_\_\_\_

Equipment Make & Model: \_\_\_\_\_

Item Description: \_\_\_\_\_

Accessories Included: \_\_\_\_\_

Checkout Date: From \_\_\_\_\_ To \_\_\_\_\_

Borrower Signature: \_\_\_\_\_



**MCTL Equipment Return Receipt**

Borrower's Name: \_\_\_\_\_

SIU Tag #: \_\_\_\_\_

Equipment Make & Model: \_\_\_\_\_

Item Description: \_\_\_\_\_

Accessories Included: \_\_\_\_\_

Is all equipment present and operational?

☐ yes

☐ no

MCTL Staff Signature: \_\_\_\_\_ Return date: \_\_\_\_\_