



Monroe County Intermediate School District

1101 S. RAISINVILLE RD. - MONROE, MICHIGAN 48161 - PHONE: (734) 242-5799 - FAX: (734) 322-2660

STUDENT/PARENT CHECK OUT OF TECHNOLOGY EQUIPMENT/MATERIALS

Student/Parent Information	
Name of Individual taking the Equipment/Materials: (Please print)	
Check-Out Date:	Return Date:
Check-Out Condition: _____ Satisfactory _____ Unsatisfactory	Return Condition: _____ Satisfactory _____ Unsatisfactory
Intended Use of Equipment/Materials:	Place Equipment/Materials Will be Used:
I assume full responsibility for the equipment/material listed above and understand that if this equipment is lost, stolen, or damaged that I am financially responsible for repair or replacement. I understand I must report loss or damage to equipment within 48 hours to the Human Resources department (734-242-5799 x1210).	
Signature of Individual taking the Equipment/Materials:	Phone:
Signature of Superintendent or Designee:	Date: