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EQUIPMENT SIGN-OUT LOG

EQUIPMENT POOL / LOCATION

CUSTODIAN

SHEET NO.

PERIOD

Item	Tag / serial	Borrower	Dept / class	Date out	Due	Out init.	Date in	Cond. in	In init.	Notes

Condition codes: N new · G good · F fair (note wear) · D damaged (describe in notes). Items not returned by the due date are listed on the overdue report.