Broadcast journlaism Equipment Contract

You will be working with expensive equipment in and out of school.
Please carefully read the following release and sign where necessary.

_____ I understand that part of this journalism class involves the use of equipment including cameras, lenses, camera bags, batteries, scanners, computers, microphones, lav mics and other equipment.

_____ I understand that it is my responsibility to care for any equipment in my possession or that I use and that I am responsible for any damage that occurs due to my negligence.

_____ I understand that equipment may be checked out for specific assignments, following department procedures.

_____ I understand that all equipment must be returned to the journalism department on the due date or a deduction from my work log grade may be imposed for failure to return the equipment.

_____ I understand that I am responsible for any damage to or loss of equipment.

_____ I understand that the cost to repair equipment such as a camera is not fixed, rather depends on the damage done. I understand that if I damage or lose equipment, it is my obligation to pay for repairs or replacement of the item.

_____ I understand that when I return equipment to the room, I am to return it to its proper home.

_____ I understand that department equipment left lying around the room or other areas in the school may result in the loss of checkout privileges, temporarily or permanently which could lower my grade.

_____ I understand that failure to return equipment will result in a referral to the assistant principal, along with a bill for the cost of the equipment.

_____ I understand that I may use my own SLR camera at any time rather than borrowing the journalism department's, but the instructor must have record of all serial numbers, make and model of all equipment in order to avoid confusion of equipment.

** I agree and I understand the guidelines stated above.

_____

Signature of student Printed name Date

** I agree to let my child use the school's cameras, and I understand the guidelines stated above.

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Signature of parent Printed name Date