



Equipment Checkout Form

(Please Print)

First Name: _____ Last Name: _____ Phone Number: (____) _____ - _____

SW User id: _____ Address where used _____

The Return Date must not be longer than the time required to complete the University project but, in no circumstance, be longer than one year.

Return Date: ____/____/____ Reason for use: _____

Description	Checkout	Checkout	Checkout
Butro Laptop SC 1		Butro Projector Sharp	
Butro Laptop SC 2		Butro Projector Compaq	
Butro Laptop SC 3		Butro Projector Mini	
Polycom		Butro Projector 3M	
Media Converter		Digital Camera	

The statement below was taken from the *Agreement for use of University of Alaska Equipment of Vehicle(s)*, a Risk Management form. <http://www.alaska.edu/swrisk/download/Equipuse.pdf>

Assumption of Risk: Borrower recognizes and appreciates that there are known and unknown risks, dangers and hazards that could injure or kill participants while using such equipment or vehicle(s) or cause loss or damage to borrower's physical or intellectual property. Borrower recognizes and appreciates that such risks may include product defects and/or the negligence or recklessness of the University, defective equipment which may break, be improperly adjusted, or be ill suited to the abilities or physical size or condition of participants; and faulty warnings or directions from University personnel. Borrower also recognizes that there may be risks inherent in the activities for which the equipment or vehicle(s) is being used or in the environment in which the equipment or vehicle(s) will be used. Borrower understands that these risks can result in permanent damage to spine, head, bones and all other parts of the body. Borrower recognizes that these risks could kill or leave participants paralyzed, in terrible pain, destitute, subject to huge unpaid medical expenses, and/or no ability to earn a living. Borrower recognizes that these risks could result in loss or damage to Borrower's physical or intellectual property. With this in mind, Borrower DOES HEREBY VOLUNTARILY ASSUME ALL RISKS, DANGERS AND HAZARDS that they may encounter as part of or during the use of such equipment or vehicle(s).

Indemnification: Borrower agrees to conduct activities with the University equipment or vehicle(s) so as not to endanger any person or property. Borrower further agrees to indemnify, defend, and save harmless the University of Alaska against any and all claims of Borrower, Borrower's employees, or any subcontractor, patrons, or other users arising out of activities conducted by Borrower or its agents, patrons, or other users, or by reason of use of equipment or vehicle(s) by Borrower, except for claims for loss or injury intentionally caused by the University. This indemnification includes injury to or destruction of physical or intellectual property of Borrower, et al. (which, for all purposes shall include electronic data) including loss of use if the loss of use results from the injury or destruction of the property, loss of use of or diminished value of property that has not been physically injured or destroyed, and consequential damage resulting from any actual or threatened injury or destruction of physical or intellectual property.

Repair or Replacement: If the equipment or vehicle(s) or any portion of the equipment or vehicle(s) used during the term of the agreement shall be damaged by act, default, or negligence of Borrower, or by Borrower's agents, employees, patrons, guests, or any other persons, excepting loss by negligent acts of the University, its agents or employees, Borrower will pay to the University upon demand such sum as shall be necessary to restore said equipment or vehicle(s) to its previous condition. Borrower hereby assumes full responsibility for the character, acts, and conduct for all persons acting for or on behalf of Borrower. In the event of any such occurrence, upon payment of any claim, Borrower shall be subrogated to all associated rights, claims, and causes of action to the University in such circumstances.

By authorized signature, Borrower represents that it has knowingly and voluntarily signed this Agreement with the intent that it be a legally binding document through which Borrower will protect the University and other released parties from any and all claims which could be brought by anyone on account of injury, damage, or death, regardless of cause or fault.

Form retention: This form will remain on file at the Support Center.

Signature of Employee: _____ **Date:** ____/____/____

For on campus use Support Center Staff approves the equipment checkout. For off campus use a Supervisor, or higher as prescribed by your Chancellor or Vice President, approves the equipment checkout.

Approval Signature: _____ **Date:** ____/____/____

DEPARTMENT USE ONLY:

Peregrine Ticket Number: _____ Date: ____/____/____

Signature of Employee Checking in: _____ Date: ____/____/____



UNIVERSITY
of ALASKA



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Information Technology

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Fax: (907) 450-8312

Email: syhelp@email.alaska.edu
<http://www.alaska.edu/hat/web/>

Name	Model	Specs
Butro Laptop SC 1	Gateway Solo 9500	1 GHz P3 512 MB RAM 20 GB Hard Drive DVD/CD-RW Wireless Card Windows XP SP2
Butro Laptop SC 2	Gateway Solo 5350	1.13 GHz P3 1 GB RAM 30 GB Hard Drive CDRW Wireless Card Windows XP SP2
Butro Laptop SC 3	Gateway Solo 5300	850 MHz P3 512 MB RAM 20 GB Hard Drive DVD-ROM Wireless Card Windows XP SP2
Media Converter	Sony DVMC-DA2	DV to Composite/S-Video Composite/S-Video to DV
Digital Camera	Olympus D-340L	1.3 Megapixels 1280 x 960 Resolution
Polycom	SoundStation EX	2 additional microphones
Butro Projector Sharp	PG-M20XU	1900 Lumen 1024 x 768 native resolution 1600 x 1200 max resolution
Butro Projector Compaq	MP-1600	600 Lumen 1024 x 768 native resolution 1280 x 1024 max resolution
Butro Projector Mini	LVP-X50U	750 Lumen 1024 x 768 native resolution 1280 x 1024 max (compressed) resolution
Butro Projector 3M	MP7630	700 Lumen 800 x 600 native resolution 1280 x 1024 max resolution