



Millis Community Media

Bringing you the issues and events that matter to our community

Millis Community Media Equipment Request Form

Please use this form to help plan your project. Only those eighteen and older who have completed training and are certified by the Executive Director may reserve and use equipment. Call 508-376-7057 or go to milliscommunitymedia@gmail.com if you have questions.

Name: _____

Address: _____ Phone: _____

E-Mail: _____ Request Date: _____

Project Name: _____

This release authorizes the use of the equipment below:

Item	Amount	Date Out	Date In
JVC GY HM170UA digital field camcorder	_____	_____	_____
SWIT S-8823 camera battery	_____	_____	_____
Benro S6 tripod	_____	_____	_____
XLR audio cable 25'	_____	_____	_____
Shure PGA -48 handheld condenser mic	_____	_____	_____
Sony ECM-44B lavalier mic	_____	_____	_____
Headphones	_____	_____	_____
Sandisk Extreme Pro 32GB or 64GB card	_____	_____	_____
Mic stand – desktop or floor	_____	_____	_____
Lights	_____	_____	_____

I agree to pay full repair or replacement charges for damages/mishandling incurred while this equipment is in my care. I also agree that the equipment is to be used for non-commercial and non-promotional local programming in accordance with Millis Community Media's programming policies and procedures. Program copyright is owned by Millis Community Media.

Date: _____ Signature: _____

Date: _____ Executive Director: _____