

Mission West Children and Youth Projector and Speaker System Check Out Policy

Use this form to check out the Mission West speaker system or projector.

Requests are taken as they come, however requests three week in advance are greatly appreciated.

The M.W. Speaker System includes: 1 subwoofer, 2 satellite speakers, 1 mic stand, 2 speaker stands, 1 vocal mic, 1 iPod cable, and the necessary cables to connect between the equipment.

The M.W. Projector includes: 1 projector, 1 power cord, and 1 50ft VGA code.

Need more equipment? Check with your local campgrounds. They may be able to help you out! Contact Karakay Kovaly at kkovaly@ccsw.org to discuss your specific needs. Please note this form **does not** guarantee a request to be filled.

- **POLICY FOR USE**
- By submitting this, you agree to return the equipment in the same condition that it was when checked out.
- User may need to cooperate/coordinate in good faith with others in getting them to the next event.
- You also agree to return the equipment at the time you list or what is arranged.
- After your form is submitted, you will be contacted shortly with the availability.
- Availability is first come first serve. Form can be submitted up to 8 weeks before the event.

Name: _____

Email address: _____ Phone Number: () _____-

Organization using the equipment: _____

Location of the event: _____

Date and time needed by: *Date* _____ - _____ - _____ *at* _____
Month Day Year Time

Return date and time: _____ - _____ - _____ *at* _____
Month Day Year Time

Description of event:

Equipment needed: Speaker System Projector