NC OUTPOST

Class Rental & Reserve Form

Class_____ _____ Account # _____

Contact Person _____ Extension # _____

Rental Periods ___/___/___ to ___/___/___ ___/___/___ to ___/___/___ ___/___/___ to ___/___/___

___/___/___ to ___/___/___ ___/___/___ to ___/___/___ ___/___/___ to ___/___/___ ___/___/___ to ___/___/___

___/___/___ to ___/___/___ ___/___/___ to ___/___/___ **CODE: D=day W=weekend WK=weekly**

GROUP EQUIPMENT

STUDENT NAME	ITEM (Id# if applicable)	SIZE	QUA.	CODE	# TIMES USED								PRICE	TOTAL

TOTAL:

Additional Charges:

Received by: _____
Staff Initials: _____ Date: _____

Returned by: _____
Staff Initials: _____ Date: _____

Total Rental

☐ Charge to account number ☐ Mail bill to below address

Address: _____

_____

_____

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