State Equipment Use Request
Electrical Engineering Department
California Polytechnic State University
San Luis Obispo, California

User’s Name: ____________________________  [ ] Faculty/Staff  [ ] Student

Student’s I. D. # __________-____-______  Telephone # _______________________

Purpose of Loan:  [ ] Senior Project Work  [ ] Instructional and/or Educational Use

[ ] Other - Explain ____________________________

Briefly describe your Sr. Project and why the equipment must be checked out:
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

Location where equipment will be used: ________________________________

Equipment Requested:

<table>
<thead>
<tr>
<th>Description</th>
<th>EE Tag #</th>
<th>Value $</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The “User” is liable for the stated value of the equipment whether lost, stolen or damaged. If the “User” is a student, then an academic hold will be placed on his/her record until debt is paid. Identical equipment may be accepted instead of the monetary value.

Equipment must be returned to a Department Technician by:  Date __/__/_____

Approved By:  Department Technician ___________________ Date __/__/_____

Student’s Advisor ___________________ Date __/__/_____

Department Chair ___________________ Date __/__/_____

Received By:  User ______________________________ Date __/__/_____

Return Acknowledged By: Dept. Technician _______________ Date __/__/_____
