

**PLEASE PRINT -- FILL OUT COMPLETELY**

**STUDENT NAME:** \_\_\_\_\_ **900#:** \_\_\_\_\_ **TODAY'S DATE & TIME** \_\_\_\_\_

**STUDENT CELL/PHONE:** \_\_\_\_\_ **UNG E-MAIL:** \_\_\_\_\_

**INSTRUCTOR/ASSIGNMENT** \_\_\_\_\_ **PRODUCTION NAME** \_\_\_\_\_

**PICKUP DATE & TIME:** \_\_\_\_\_ **RETURN DATE & TIME:** \_\_\_\_\_

**CAMERAS & CAMERA KITS** *All T3i, T5i and T7i kits come with 18-55mm lens.*

General Camera Kits

- Canon T3i
- Canon T5i
- Canon T7i

Full Frame Cameras

- Canon 5D Mk II
- Canon 5D Mk IV
- Canon 6D

Cinema Cameras

- RED Scarlet-X
- Canon C500
- Canon C300 Mk II

Journalism Kit

- Canon XF105
- Canon XF400

**ADDITIONAL LENS** *See above for lenses that come in camera kits. Check these for additional selections.*

Stock Lens

- Canon 40mm lens
- Canon 50mm Lens
- Canon 85mm lens

Zoom Lens

- Canon 18-55mm Lens
- Canon 24-70mm Lens
- Tokina 16-22mm Lens

Cinema Lens Kits

- Rokinon Cine 4 Kit Prime
- Rokinon Cine 6 Kit Prime
- Canon Cine Prime Kit

**CAMERA EQUIPMENT**

- Black Magic 4k Monitor Kit
- Focus Puller Kit
- Slate
- Lens Cleaning Kit
- Card Reader

**TRIPODS & RIGS**

- Manfrotto 502AM Small Tripod
- Manfrotto MM394 (Monopod)
- Manfrotto Shoulder Mount
- Easyrig Minimax
- Zhiyun Crane 2 Gimble
- REVO Shoulder Mount
- Manfrotto 546B Large Tripod
- Dana Dolly + 6ft Speed Rail
- DJI Ronin Gimble

**LIGHTING EQUIPMENT**

- ARRI Skypanel
- 2k FilmGear
- Matthews Survival Kit
- Ice light Kit (3x Ice Lights)
- 3x LED 1x1 Panel Kit
- ARRI Kit (300, 2x 650, 1k)
- ARRI Kit (2x 150, 300, 650, 750)
- Flag Kit (Half, Full, Dif, Black)
- Reflector/Bounce
- C47 Pack
- Diffusion Pack
- Tungsten to Daylight Gel Pack
- Daylight to Tungsten Gel Pack
- Color Gel Pack
- White Balance/Color Chart

**AUDIO EQUIPMENT**

Audio Kit include TasCam Audio Recorder, Shotgun Microphone, XLR cable, Headphones and Boom Pole.

- Audio Kit
- RODE DSLR Shotgun
- Wireless Lavalier Mic
- 633 Mixer + 2 Batteries
- Sennheiser/RODE Shotgun Mic
- Boom Pole
- Blimp
- TasCam DR-60 Audio Recorder
- Headphones

**GRIP & Electric**

- Stinger # \_\_\_\_\_
- C Stand # \_\_\_\_\_
- Painters Tape # \_\_\_\_\_
- Duckbill # \_\_\_\_\_
- Sand Bag # \_\_\_\_\_
- Combo Stand # \_\_\_\_\_
- Gaff Tape # \_\_\_\_\_
- Cardellini Clamp # \_\_\_\_\_
- Apple Box Set \_\_\_\_\_
- Junior Stand \_\_\_\_\_
- A-Clamp # \_\_\_\_\_

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## ADDITIONAL NOTES

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By signing below, you agree to and acknowledge the following:

1. Equipment is expected to be returned in the same condition it was checked out in.
2. You are responsible for the equipment you check out. If any equipment is damaged or stolen due to negligence, the student who checked out the equipment is financially liable.
3. Report any loss or damage to the lab assistant on duty at the time of return.
4. Do not leave equipment abandoned. Dropping items off outside the equipment checkout room does not constitute as a "return".
5. Late check in or damaged equipment could result in a loss of check out privileges and/or affect your grade. If you are going to be late due to circumstances that are beyond your control, please contact the Media Production Technical Supervisor via email [timothy.martin@ung.edu](mailto:timothy.martin@ung.edu) or call/text (606) 748-0984. Don't forget to include your name.
6. Equipment Checkout is for a period of two days. Renewal of checkout is subject to demand of the equipment and must be approved by the Equipment Checkout office. In the event the office is closed during business hours, no late penalty shall be counted for returns during this time.
7. Repeat infractions of the above rule will result in a loss of check out privilege for a time period to be determined by the Media Production Technical Supervisor.
8. All class assigned projects have seniority over personal ones, regardless of submitted checkout dates.
9. Checking out gear for monetary gain or for outside UNG organizations is strictly prohibited and will result in immediate and permanent suspension of checkout privilege. No exceptions.

Received by: (Lab Assistant)

Signature \_\_\_\_\_ Date \_\_\_\_\_

Checked in by: (Lab Assistant)

Signature \_\_\_\_\_ Date \_\_\_\_\_

Picked up by: (Student/Faculty)

Signature \_\_\_\_\_ Date \_\_\_\_\_

Returned by: (Student/Faculty)

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Signature \_\_\_\_\_ Date \_\_\_\_\_