

Chambers Library  
University of Central Oklahoma  
**LAPTOP AND PROJECTOR - STUDENT CHECKOUT**

I, \_\_\_\_\_, authorize that  
(UCO Faculty Name)

UCO student, \_\_\_\_\_,  
(Student name)

needs to borrow a laptop and/or a projector on extended checkout from Chambers Library for use in a scholarly presentation.

**Conference/Workshop Information (please print legibly)**

**Name of Conference:** \_\_\_\_\_

**Location:** \_\_\_\_\_

**Phone contact:** \_\_\_\_\_

**City and State:** \_\_\_\_\_

**Dates:** \_\_\_\_\_

**Laptop and/or Projector will be picked up (date and time):** \_\_\_\_\_

**Laptop and/or Projector will be returned:** \_\_\_\_\_

\_\_\_\_\_  
Faculty name (please print legibly) Faculty ID #

\_\_\_\_\_  
Faculty signature Date

\_\_\_\_\_  
Student name (please print legibly) Student ID #

\_\_\_\_\_  
Student signature Date

**Circulation employee** \_\_\_\_\_ **Date** \_\_\_\_\_

**Laptop #** \_\_\_\_\_ **Projector #** \_\_\_\_\_