

Application for use of library equipment

The applicant must fill in the section within the bold lines below:

Application date		
Name of the event requiring library equipment		
Organizer		
Time and date of use during the event period - Please specify the dates when the equipment will be moved out and returned.		
Details of equipment (number of items)		
Place of use		
Person in charge	Name	
	Affiliation (school/year)	
	Contact	Telephone
		Email
Remarks		

Note:

When moving panels, please lift them and carry them to avoid damage to the casters.

(For library use)