

**Wilkinson County Department of Education**  
**Post Office Box 785**  
**Woodville, Mississippi 39669**

**Chavis L. Bradford**  
**Superintendent**

**(601) 888-3582 --- 888-6085**  
**Fax - 888-3133**

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Request to Use Equipment

Item Name: \_\_\_\_\_

Fixed Asset Number: \_\_\_\_\_

Serial Number: \_\_\_\_\_

Checked Out By: \_\_\_\_\_

Checked Out From: \_\_\_\_\_

Check-Out Date: \_\_\_\_\_

I, the above-named person, checked out the equipment listed above.

\_\_\_\_\_  
Signature

I, the above-named person, returned the above-listed equipment in working

condition on \_\_\_\_\_.

\_\_\_\_\_  
Signature

I, \_\_\_\_\_, received the above-listed equipment from \_\_\_\_\_ on \_\_\_\_\_.

\_\_\_\_\_  
Signature