



AUDIO

Assigned kit No

AUDIO Equipment Request

CONTACT INFORMATION

LAST NAME:

FIRST NAME:

TELEPHONE:

EMAIL ADDRESS:

CLASS: PROFESSOR:

CHECK-OUT

Date out: Time out: : ☐ AM ☐ PM

Day of week S M T W R F S

CHECK-IN

Date in: Time in: : ☐ AM ☐ PM

Day of week S M T W R F S

EQUIPMENT REQUESTED

- ☐ Zoom Recorder ☐ Rm 202 Audio Kit
☐ Zoom Pole ☐ Rm 141 Mic Kit*
☐ Sound Kit ☐ Rm 141 Cable Kit*
☐ G3 Wireless Mic Kit *Professor's Permission Required

OFFICE USE ONLY

☐ EXTENSION Approved by:

Date in: Time in: : ☐ AM ☐ PM

S M T W R F S

Approved
Prepared

Check Out
Check In

☐ Zoom Recorder

Kit No°

- OUT IN
- ☐ ☐ ZOOM Recorder w/neck strap
☐ ☐ Travel Case (clear)
☐ ☐ RE-50 Microphone
☐ ☐ A/C Power Supply
☐ ☐ Pistol Grip
☐ ☐ XLR Cable
☐ ☐ SD Card
☐ ☐ SD Card Reader
☐ ☐ USB Mini Cable
☐ ☐ Headphones
☐ ☐ 2 Windscreens (RE-50 & Zoom)

☐ Zoom Pole No°

- OUT IN
- ☐ ☐ K-Tek Zoom Pole
☐ ☐ Gold Adapter

☐ Sound Kit

Kit No°

- OUT IN
- ☐ ☐ Shotgun Mic
☐ ☐ Windscreen
☐ ☐ Softie
☐ ☐ Softie Brush
☐ ☐ Boom Pole w/Shock Mount
☐ ☐ Pistol Grip w/Shock Mount
☐ ☐ 2 XLR Cables (1 combo)
☐ ☐ Headphones

☐ G3 Wireless Mic Kit No°

- OUT IN
- ☐ ☐ Wireless Receiver
☐ ☐ Wireless Mic Transmitter
☐ ☐ Wireless Plug-On Transmitter (#1-2 only)
☐ ☐ Lav Microphone
☐ ☐ Lav Mic Clip
☐ ☐ Lav Windscreen
☐ ☐ XLR-Mini Cable
☐ ☐ Mini Cable
☐ ☐ 4 Extra AA Batteries

☐ Room 202 Audio Kit

- OUT IN
- ☐ ☐ Sennheiser MKH 416 Microphones (3)
☐ ☐ Mic Clips (4): 3 with mics + 1 extra
☐ ☐ Windscreens (3)
☐ ☐ Headphones w/bag (2)
☐ ☐ XLR Cables (3)
☐ ☐ 1/4" Cable (1)
☐ ☐ 1/4" to 1/8" adapters (2)
☐ ☐ Pop Filters (2)

☐ Room 141 Microphone Kit (Permission Req.)

- OUT IN
- ☐ ☐ AT2035 Cardioid Mic
☐ ☐ Shure SM7B Mics w/windscreens (2)
☐ ☐ Beyerdynamic Handheld Mic w/bag
☐ ☐ Shock Mount w/bag
☐ ☐ AKG C214 Microphone w/hard case
☐ ☐ AKG C214 Windscreen
☐ ☐ AKG C214 Shock Mount
☐ ☐ Additional Windscreens (3) & Adapters (3)

☐ Rm 141 Cable Kit (Permission Req.)

- OUT IN
- ☐ ☐ XLR Cables (6)
☐ ☐ 1/4" Cables (4)

I, the above named individual, hereby affirm with my signature that I have received all the equipment marked out, and understand that I shall be bound by all the rules and regulations of the Equipment Room, Lawrence Herbert School of Communication and Hofstra University.

X