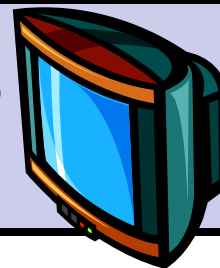


Audio-Visual Equipment Request Form



Contact Person: _____

Purpose/Program _____

Phone #: _____

Email: _____

PLEASE NOTE: All requests are contingent on the availability of equipment, you will be notified if your request can be filled or not.

EQUIPMENT DESCRIPTION	ROOM	DATE AND TIME NEEDED	APPROVED

Equipment Available:

- Large Screen TV with VCR and DVD Player on Grey CartTVG
- TV with DVD and VCR on Tall Black Metal CartTVT
- TV with DVD and VCR on Shorter CartTVS
- Shelf Mounted Large Screen TV with DVD and VCR in Martin de Porres
(Only available when that room is available)MdP
- DVD ProjectorPDVD
- Power Point ProjectorPPP
- Overhead ProjectorPOH
- Large Portable Screen on StandSLG
- Portable Tabletop ScreenSTAB

Please return this form to Sheryl Peyton via fax at 828-684-6152 or drop off at the church office.