



DEPARTMENT OF JUVENILE JUSTICE EQUIPMENT ISSUE/RECEIPT RECORD

The equipment identified below has been issued to:

NAME: _____

ADDRESS: _____

Property Number	Description	Serial Number

I acknowledge receipt of equipment identified above and I will take due care and caution to protect the items from loss and misuse. I further understand I am required to produce the items for visual inspection upon request.

Employee Name

Property Coordinator/Liaison Name

Employee Signature

Property Coordinator/Liaison Signature

Date Received
Employee

Date Returned

Date Received
Property Coordinator/Liaison

Date Returned