



UNIVERSITY OF GEORGIA

Grady College of Journalism and Mass Communication

Statement of Responsibility

1. I, _____, state that I am enrolled in _____ for the _____ semester, 20____, and I have permission from instructor _____ to use Grady College equipment only for **class assignments or college-authorized projects**.

2. I agree to the following:
 - A. I will be fully responsible for all equipment and accessories that are issued to me. The Field Equipment Supply Room (FESR) staff will maintain a record of major pieces of equipment that I check out.
 - B. I will inspect equipment during check out and report any missing or damaged items to the FESR staff. If I encounter an equipment failure or malfunction during use, I will not attempt to repair equipment myself, nor will I allow others who are not Grady faculty or staff to attempt to repair equipment. When returning equipment, I will report ALL equipment problems and missing items to the FESR staff.
 - C. I WILL PAY FOR ALL REPAIRS AND/OR REPLACEMENT OF EQUIPMENT THAT IS DAMAGED OR LOST WHILE ISSUED TO ME. Grady College will be responsible for equipment failure due to normal use, considered to be natural wear and tear.
 - D. I understand that if I do not return the equipment to the FESR when the FESR schedules me to return the equipment - and I do not contact the FESR to request an extension – I will be fined \$50 for each day the gear is overdue. Failure to pay any outstanding fines by the end of semester can result in grades being held until payment is received.”

3. My local address and contact information:
E-mail: _____ Street: _____
City, State: _____
Zip code: _____
Phone#: _____

4. My permanent address:
Street: _____
City, State: _____
Zip code: _____
Phone#: _____