

**AUTHORIZATION**  
**OFF-PREMISE USE OF INSTRUCTIONAL EQUIPMENT**  
Birmingham Public Schools

This constitutes official authorization for \_\_\_\_\_ to transport and use the following equipment off school premises:

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

Make: \_\_\_\_\_

B'ham ID No. \_\_\_\_\_ Serial No. \_\_\_\_\_

It is understood that the use of this equipment at the private residence or other locations shall be exclusively for school-related purposes. The undersigned is expected to exercise proper care and handling in the transport and operation of the equipment. The undersigned will be held financially responsible for any damage from non-school related use or negligent handling.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Principal/Administrator  
Authorization Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Return to: \_\_\_\_\_ School/Building

\_\_\_\_\_  
Date