

Digitization Equipment Loan Request Form

Email completed document to uplink@nmu.edu. Alternately, you may mail the completed document to UPLINK, NMU Archives (HRDN 126), Northern Michigan University, 1401 Presque Isle, Marquette, Michigan, 49855.

Institution:

Address:

Address Equipment Will Be Kept At *(if different from general address of institution)*: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City/State/Zip:

Name:

Title:

Email:

Phone:

Signature:

Date:

**Equipment Requested (you may request more than one)**:

\_\_ Epson Perfection V600 Photo Scanner

\_\_ Plustek Optic Slim 1180 Flatbed Scanner

\_\_ Canon EOS Rebel T5 DSLR Camera with lights and tripod

\_\_DR-05X Stereo Handheld Digital Recorder (2)

**Proposed Date for Start of Loan/Training Session**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Please give more than one potential date. UPLINK staff may not be available on the date requested. Plan on the training taking anywhere from one to four hours depending on the project. Ideally, all volunteers who will be using the equipment should attend the training and should have basic computer literacy skills.*