HOFSTRA UNIVERSITY
THE LAWRENCE HERBERT SCHOOL OF COMMUNICATION

Blackmagic

Assigned kit Nº

Blackmagic RTVF 47 Equipment Request

CONTACT INFORMATION

LAST NAME: .....

FIRST NAME: .....

TELEPHONE: .....

EMAIL ADDRESS: .....

CLASS: ..... PROFESSOR: .....

CHECK-OUT

Date out: ..... Time out: ..... : ..... ○ AM ○ PM

Day of week S M T W R F S

CHECK-IN

Date in: ..... Time in: ..... : ..... ○ AM ○ PM

Day of week S M T W R F S

EQUIPMENT REQUESTED

- ☐ Blackmagic Ursa Mini Kit
- ☐ Blackmagic Ursa Mini Matte Box
- ☐ Blackmagic Pocket Cinema Kit
- ☐ Sound Kit
- ☐ Tripod
- ☐ Slate
- ☐ C-Stands/ Flag Kit

☐ EXTENSION Approved by: .....

Date in: ..... Time in: .....

S M T W R F S ○ AM ○ PM

Approved	Check Out
Prepared	Check In

☐ Blackmagic Ursa Mini Camera Kit Nº .....

OUT IN
- ○○ Blackmagic Ursa Mini 4K Camera
- ○○ Ursa Mini Viewfinder
- ○○ RUBBER EYEPIECE
- ○○ Top Handle
- ○○ Shoulder Mount
- ○○ 11' Tripod Base on camera
- ○○ Power Supply
- ○○ AC cables (2)
- ○○ USB 3.0 Cable
- ○○ Mini-Mini Cable
- ○○ Hand Grip
- ○○ Rail Screws (2)
- ○○ Baseplate (on camera base)
- ○○ Core Nano Pro-X Batteries (2) #___#___
- ○○ Core Pro-X Battery Charger
- ○○ Transcend CFast 128GB card
- ○○ CFast Card Reader
- ○○ 24mm Lens (SN_____)
- ○○ Front and Rear cap
- ○○ 35mm Lens (SN_____)
- ○○ Front and Rear Cap
- ○○ 85mm Lens (SN_____)
- ○○ Front and Rear Cap
- ○○ Sekonic L-308S-U Light Meter w/Case
- ○○ Tripod Nº.....

☐ Blackmagic Ursa Mini Matte Box Nº .....

OUT IN
- ○○ Redrock Micro Matte Box
- ○○ Filter Frames (2)
- ○○ Foam Donut
- ○○ Top French Flag
- ○○ Side Wings (2)
- ○○ ND Filter .9 w/case
- ○○ 2 Rails (7")
- ○○ Axler Hammerhead Pro Follow Focus
- ○○ Follow Focus Disk (white) w/Marker

☐ C-Stands/Flag Kit Nº .....

OUT IN
- ○○ 2 C-Stands
- ○○ 2 Grip Heads
- ○○ 2 Sandbags #__ __
- ○○ 2 Flag Frames in Flag Bag
- ○○ 4 Flags (single, double, silk, solid)

OUT IN
- ○○ 2 Sets of Legs
- ○○ 2 Grip Arms
- ○○ 1 Gator Grip

☐ Blackmagic Pocket Cinema Kit Nº .....

OUT IN
- ○○ Blackmagic Pocket Cinema Camera
- ○○ C-Mount Adapter on camera (black)
- ○○ Camera Body Cap
- ○○ Zacuto Z-Finder Viewfinder
- ○○ Rubbery Eyepiece WITH RUBBER CAP
- ○○ Blackmagic Batteries (4)
- ○○ Watson Battery Charger
- ○○ Camera Charger
- ○○ Sekonic L-308S Lightmeter
- ○○ 16mm Lens (SN_____)
- ○○ Front and Rear cap
- ○○ 25mm Lens (SN_____)
- ○○ Front and Rear Cap
- ○○ 75mm Lens (SN_____)
- ○○ Front and Rear Cap
- ○○ SanDisk 64GB SD Card
- ○○ Tripod Nº .....
- ○○ Spreader
- ○○ Baseplate (on tripod)

☐ Sound Kit Nº .....

OUT IN
- ○○ Shotgun Mic
- ○○ Windscreen
- ○○ Softie
- ○○ Softie Brush
- ○○ Boom Pole w/Shock Mount
- ○○ Combination XLR Cable
- ○○ Headphones
- ○○ Kit Bag w/Strap

☐ Slate

OUT IN
- ○○ Slate Nº .....
- ○○ Dry Erase Marker

I, the above named individual, hereby affirm with my signature that I have received all the equipment marked out, and understand that I shall be bound by all the rules and regulations of the Equipment Room, Lawrence Herbert School of Communication and Hofstra University.

X _____

PRINT FORM

Download/Save this form to your computer, complete and Email your completed request form to: ER@hofstra.edu