

Telecommunications
Polycom SoundStation EX Conference Phone Loaner

User's Name: _____

ID # _____ Extension _____ MS _____

Dept/Div: _____

Project & Task Code: _____

Date(s) Required: _____

Reason: _____

Location of Use: _____

FNAL # _____

CASE INCLUDES:

- Soundstation Conference Phone**
- Power Cord**
- Line Cord**
- 2 Extension Microphones with connecting cables**

I understand that I am expected to return this equipment in the same condition as when I received it, and that my project and task code may be charged for any damage to the device or accessories that require replacing as a result of this loan.

Employee Signature _____

***Add user to Sunflower*

Date Returned _____