

SOFS #:
Machine #:

Credit Card/N-Card Reservation Form

RSO Name:

What are you reserving? (Circle One) Credit Card Reader N-Card Reader

Why are you reserving the credit card machine/N-card reader:

Check-Out (Date & Time)

Return (Date & Time)

By signing the line below, I understand that the credit card machine and N-Card reader are reserved on a first-come-first-serve basis. There is no guarantee that I will get either machine.

By signing the line below, I understand that my RSO is responsible for any damage to the credit card machine or N-Card reader.

President's or Treasurer Signature for approval _____

Adviser's Signature for approval _____

Complete Section Below in the SOFS Office:

Pick-Up (Sign, Date, & Phone Number):

Return (Sign & Date):