

[Your groups name goes here]

Artefact loans

1. Items

2. Date of loan

3. Proposed date of return

4. Loaned to :

- Name:
- Address:

- Phone number:
- Email:

5. Issued by: _____ (caps)

_____ (sig)

6. Accepted by: _____ (caps)

_____ (sig)

7. Returned _____ (Date)

Receiving person _____ (caps) _____ (sig)