EQUIPMENT CHECKOUT HOURS – AUTUMN 2019:

**MON 2:30 - 5:00 PM | FRI 2:30 - 5:00 PM**

EQUIPMENT TRAINING: **FRI 11:30 AM - 1:30 PM**

Equipment pick-up & training: Raitt Hall 132

Log in to the **DXARTS Equipment Reservation System...**

**IMPORTANT:**

DXARTS IS AN ACADEMIC UNIT FOCUSED ON TEACHING AND RESEARCH. EQUIPMENT CHECKOUT IS MEANT TO SUPPORT THESE ACTIVITIES. WE ARE NOT A COMMERCIAL EQUIPMENT RENTAL PLACE. DXARTS MAKES EVERY EFFORT TO MAKE EQUIPMENT AVAILABLE TO THE WIDER UW COMMUNITY BUT RESERVES THE RIGHT TO CHANGE OR REFUSE EQUIPMENT LOANS WHEN THEY MAY CONFLICT WITH OUR DEPARTMENTAL NEEDS OR UW GUIDELINES.

IT IS STRICTLY PROHIBITED TO USE THE UNIVERSITY EQUIPMENT FOR ANY COMMERCIAL OR POLITICAL ACTIVITIES.

To be added to the system, please stop by **Raitt 132** during our regular checkout hours. You will need to:

- be an enrolled student, faculty or staff with [active UW Net Id](https://dxarts.washington.edu) (UW email). We need to know your UW Net Id, full name and current UW status in order to add you to the database
- fill out and sign the [Statement of Responsibility](https://dxarts.washington.edu) form (you can give the signed form to our student employee in Raitt 132)

**STF-funded equipment is for student use only (no faculty or staff projects).**

Equipment currently covered by the STF usage agreement:

- [https://dxarts.washington.edu/facilities/computing-lab](https://dxarts.washington.edu/facilities/computing-lab)
- [https://dxarts.washington.edu/facilities/media-lab](https://dxarts.washington.edu/facilities/media-lab)
- [https://dxarts.washington.edu/facilities/sound-lab](https://dxarts.washington.edu/facilities/sound-lab)

DXARTS provides students with a wide range of video and audio production equipment available for checkout to facilitate their work in the Computing and Media labs. Students participating in our courses can reserve equipment online for later pick up in **Raitt 132**.