

Eagleview Middle School

BOOK CHECK-OUT AND DAMAGE RECORD FORM

Name _____ Class _____

Book # _____ Book Title _____

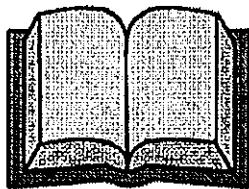
Directions: Please look through your book carefully and mark all existing damage. Use the chart below to record all the damage you find even if it seems minor. Remember, you will be financially responsible for any new damage incurred while the book is checked out in your name!!

INSIDE PAGES

TYPE OF DAMAGE	PAGE NUMBERS WHERE DAMAGE IS FOUND
Torn Pages	
Ink Stains	
Writing (Be specific; record what is written)	
Water Damage	
Wrinkled Pages	
Other	

COVER

Use the diagram below to record damage to the book cover.



Student: _____

Date _____

Teacher: _____

Date _____

Parent: _____

Date _____