



EQUIPMENT RESERVATION REQUEST FORM

All requests containing **TEN OR MORE ITEMS** require at least **FIVE BUSINESS DAYS** to process.

Packages with **Less Than Ten Items** will be accepted **No Later Than 48 HOURS** before pick up.

Equipment may be checked out for up to five days, unless otherwise noted on the Class Equipment List.

No equipment is **guaranteed booked** until a **Printed Confirmation** is signed by the **Student** checking out the equipment. The Student will receive a **Confirmation Letter** and any notes in their **Mail Box**. It is the Student's responsibility to double-check the booking and verify that it is correct. If equipment is not available, the Equipment Center will substitute and/or contact the student. **Items have limited quantities so they may not be available.**

Please note: The Equipment Center is not a Rental Facility. We house and maintain equipment based on CCH class needs and requirements. Equipment is only available for CCH-sponsored class projects. Some classes have restrictions on the equipment they are allowed to check out. (This information is available in the Equipment Center during business hours.)

If the equipment you are requesting for a class is not on the list, you may not check it out. During Checkout, students are not allowed to add on the following items: Cameras, HMIs, Glide Cam, Jib Arm, Doorway Dolly, or Fisher Dolly.

Any Extracurricular Productions that are not part of a class must be approved by the Dean of the College and the Director of Production Services.

If you are unable to make your scheduled pick up time, call the Cage @ 818-401-1038. **Packages not picked up within two hours of reservation time will be placed back on shelves and no longer available for pick up.**

Incomplete requests will be returned. *= Required

* **Today's Date:** _____ * **Class:** _____

* Check Out Date: _____ * Time: _____ * Check In Date: _____ * Time _____ (When you want to pick up) (When you will return equipment)
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***Student:** _____ ***Phone #:** _____ ***Email:** _____

(Student must be present during equipment pick up. This person is responsible for the equipment; if an item is broken, you are responsible to replace it, or pay for a replacement item. Student must confirm booking 24hrs before the scheduled pick up time.)

***Director of Photography:** _____ ***Phone#:** _____

(Necessary for cameras requiring certification: RED ONE, F3, EX 3, XL-H1, HVX200, HPX170, SR2 & SR3 packages. If using an outside "non-student" Director of Photography, a CCH student must be listed as the Assistant Camera/Operator here _____)

Dolly Grip / Jib or Glidecam Operator: _____ **Phone#:** _____

(Must be someone other than the person listed as Student. Must be certified for use of Fisher Dolly, Glidecam, or Jib arm.)

***Title / Production Number:** _____

(Required for all Production Workshop projects including camera tests and casting)

***Supervising Instructor Approval:**

(Print) _____ (SIGNATURE) _____ **DATE:** _____

(Required for all productions, large or small)

-----Equipment Center Only-----

Equipment Center Manager Approval _____ **DATE:** _____

16MM CAMERA PACKAGES

ARRI SR3 SUPER 16MM CAMERA PACKAGE

Requires Certification

Includes: Super 16mm Camera Body; Port Cap; Eyepiece; Onboard battery Adapter, 2- 400' Magazines
CEI Color IV Video Tap, Pistol Grip Handle.

Optex 12-120mm T2.4 Lens

Zeiss Superspeed Super 16 Prime Lens Set T1.3
9.5mm; 12mm; 16mm; 25mm; 50mm

Arri Matte Box

Arri Follow Focus

Onboard Batteries

ARRI SR2 16MM CAMERA PACKAGE

Requires Certification

Includes: 16mm Camera Body; Port Cap; Eyepiece; Onboard battery Adapter, 2- 400' Magazines
Cinetronics Speed Control; Serial-Fischer Cable; VP-IV Video Tap; Eyepiece Extension;
2- Handles; 4 pin - 11 pin Power Cable.

Angenieux 10-120mm T2 Lens

Zeiss Superspeed Prime Lens Set
9.5mm; 12mm; 16mm; 25mm; 50mm

Arri Matte Box

Arri Follow Focus

12V Battery Belt

ARRI SR1 16MM CAMERA PACKAGE

Includes: 16mm Camera Body; Port Cap; Eyepiece; Onboard battery Adapter, 1- 400' Magazine
Carrying Handle; Ser.9 Rubber Shade; 2-Ser.9 Filter Rings; Ser.9 Clamp-on Ring

Zeiss 10-100mm T2.8 Lens

Follow Focus

Arri Mini-Rod Matte Box

12V Battery Belt

ARRI ST 16MM CAMERA PACKAGE

Includes: 16mm Camera Body; Eyepiece; 1- 400' Magazine; Variable Motor; Throat Cover; Port Covers

Angenieux 12-120mm T2.2 Lens

8V Battery Belt

DIGITAL CINEMA CAMERA PACKAGES

RED MX CAMERA PACKAGE

Requires Certification

Includes RED ONE MX Camera Body; RED LCD Onboard Monitor; RED BOMB EVF
2-RED Batteries; RED Charger; Carrying Handle; Shoulder Mount; 2-Israeli Arms

Panasonic 17" HD Monitor

Zeiss CP2 Prime Lens Set
18mm; 21mm; 25mm; 28mm;
35mm; 50mm; 85mm

Arri MMB-1 Matte Box

OR 18-85 RED Zoom Lens

Arri FF-5HD Follow Focus

REDMag SSD Cards (2 x 64 GB)

SONY PMW F3

Requires Certification

Includes SONY PMW F3 Camera Body; 2 Sony Camera Batteries, Onboard Microphone

Mini Base plate

Sony Primes
35mm; 50mm; 85mm

Arri MMB-1 Matte Box

Arri FF-5HD Follow Focus

SxS Media Cards 16Gb (x2)

DIGITAL VIDEO CAMERAS

SONY PMW EX3 EXCAM STUDIO KIT

Requires Certification

Includes Sony Camera Body; 14x Zoom Lens; 2-Sony Camera batteries

2-SxS Memory Cards

Chrosziel Matte Box

Chrosziel Follow Focus

Sony Battery Charger

PANASONIC HVX200 STUDIO KIT

Requires Certification

Includes Panasonic Camera Body; 12x Zoom Lens; 2-Panasonic Camera batteries

2-P2 Memory Cards

Chrosziel Matte Box

Chrosziel Follow Focus

Panasonic Battery Charger

PANASONIC HPX170 STUDIO KIT

Requires Certification

Includes Panasonic Camera Body; 12x Zoom Lens; 2-Panasonic Camera batteries

2-P2 Memory Cards

Chrosziel Matte Box

Chrosziel Follow Focus

Panasonic Battery Charger

PANASONIC HPX170 CAMERA**Requires Certification**

Includes Panasonic Camera Body; 12x Zoom Lens; 2-Panasonic Camera batteries

CANON XL-H1 HDV CAMERA**Requires Certification**

Includes Canon Camera Body; 20x Zoom Lens; 2-Canon Camera batteries

CANON 60D DSLR CAMERA

Includes 60D body; 18-135mm Zoom Lens; 2 batteries; Battery charger; 16 GB SD card; ND and UV filters

CANON VIXIA HV30 HDV CAMERA

Small Handheld Camcorder; 10x Zoom lens; (Also used for Capturing HDV Footage)

CANON VIXIA HF20 CAMERA

Small Handheld Camcorder; 15x Zoom lens; (Records to Built in 32GB Hard drive or SD Card)

PANASONIC DVX100 MINI DV CAMERA**SD Resolution;** 10x Zoom Lens; 2-Panasonic Camera batteries**CANON XL-2 MINI DV CAMERA****SD Resolution;** 20x Zoom Lens; 2-Canon Camera batteries**CANON XL-1 MINI DV CAMERA****Available without instructor approval****SD Resolution;** 16x Zoom Lens; 2-Canon Camera batteries**CANON 3:1 WIDE ANGLE ZOOM LENS**

Fits XL-1 and XL-2 Cameras

DIGITAL STILL CAMERAS

CANON EOS REBEL XT or XS DSLR CAMERA

8 MegaPixel Camera

Includes EFS 18-55mm Zoom Lens, Compact Flash or SD Card

**CANON EF 15MM FISHEYE LENS &
CANON EF 55-200MM ZOOM LENS**

Fits Rebel XT and XS

DIGITAL POINT AND SHOOT CAMERA**One of the cameras listed below**

Canon Powershot A540

Samsung SL30

BATTERIES

12V Battery Belt (4 pin)	Sony Camera Battery
8V Battery Belt (2 Pin)	Sony Battery for 702t
Arri Onboard Battery	Canon Camera Battery
Panasonic Battery	NP-1 Battery (Lithium-Ion)

PRODUCTION

Hi-res Color Field Monitor	Director's Chair
15" Coby Flatscreen Monitor	Fire Extinguisher
Black and White Monitor	First Aid Kit
Marshall 7" HD Monitor	Smoke Machine
17" HD Monitor	Speakers
P.A. System	

VIDEO CABLES

RCA Cable - Single	RCA Cable - Triple
RCA Cable - Double	BNC Cable
Component Cable	HDMI Cable

ACCESSORIES

A.C. Kit Includes: Measuring Tape; Slate; Color Chart; Sekonic Lightmeter; Carrying Case	Director's Viewfinder
Measuring Tape 50'	Gray Card
Acrylic Slate	Changing Tent
Changing Bag	Space Blanket
Color Chart	Minolta Incident Meter
Sekonic Lightmeter	Minolta Spot Meter
Minolta Color Meter	

TRIPODS

O'Connor 1030 Tripod	Panahead Gearhead (Cert. Required)
Manfrotto 316 Tripod	Ronford 7 Head
Cartoni Focus Tripod	75mm Hi-Hat
Sachtler DV-4 Tripod	100mm Hi-Hat
Small Tripod	Mitchell base Hi-Hat
50mm Baby Sticks	

DOLLY/CAMERA MOVEMENT

Fisher Dolly (Cert. Required; ON CAMPUS ONLY)	GlideCam X-22 (Cert. Required; Small Cameras only)
Doorway Dolly	Cartoni Jib Arm (Cert. Required; Small Cameras only)
Dolly Track - 10' Straight	Track level
Dolly Track - 4' Straight	Track Wedges
Dolly Track - Curved	
Shoulder Mount	

SOUND GEAR

Sound Devices 702t Recorder	Sennheiser Me-66 Shotgun Mic
Fostex FR-2 Recorder	Sennheiser MKH 416 Boom Mic
Fostex FR-2LE Recorder	Sennheiser MKH 50 Boom Mic
Shure FP-33 Mixer	Audio Technica AT4073a Mic
Sound Devices 302 Mixer	Neuman KRM 82i Boom Mic
Smart Slate	Shure BG 4.1 ADR Mic
25' Breakaway Cable	Neuman TLM 103 ADR Mic
XLR Duplex Cable	635A Omni Directional Mic
Short XLR Cable	Sennheiser Sk100 G2 Lav Mic
8 Foot XLR Cable	Sony Wired Lav Mic
25 Foot XLR Cable	Sanken Wired Lav Mic
50 Foot XLR Cable	Port-a-Brace Sound Bag
Boompole	Headphones

TUNGSTEN LIGHTING

Baby 407 1K Fresnel	Mickey Mole 1K Open Face
Tweenie 600W Fresnel	Mighty Mole 2K Open Face
200W Fresnel	Teenie-Weenie Mole 650w Open
Baby 2K Fresnel	750W Leko Spotlight
5K Fresnel	750W Softlite
Studio 1K Fresnel (Hanging)	2k Baby Zip Softlite
Arri Light Kit (Limit 1 per Shoot) includes: 2-650W; 2-300W; 4-Stands; Hard Case	2k Super Softlite (on Stand)
	1.2 HMI Fresnel (Limit 1 per Shoot) includes: Ballast; Cable; Head

FLOURESCENT LIGHTING

KinoFlo Kit (Limit 1 per Shoot) Includes: 4' 4 Bank; 2' 2 bank; 2' single; Ballasts; Cables; Mounting Plates	4x4 KinoFlo Kit (Limit 1 per Shoot) Includes: 2- 4' 4 banks; Ballasts; Cables; Mounting Plates
Diva Lite Kit (Limit 1 per Shoot) Includes: 2 - Diva Lites; Eggcrates; Gel frames; Wheeled Case.	Mini KinoFlo - Car Kit Includes: 2- 12" fixtures; Ballasts; power supplies, DC car adapter
Kool Lite Kit Includes: 4 Bank Kool lite; 3 Bank Kool lite	Daylight and Tungsten Tubes
LED Lite Panel 1'x1'	Greenscreen Tubes
	LED Lite Panel MiniPlus

LIGHTING ACCESSORIES

Small Snoot Set (600W/200W)	4 Channel Dimmer
Large Snoot Set (1K)	1K Hand Dimmer (Limit 1 Per Shoot)
5 in 1 Snoot (2K)	Small Cable Cover
8" Snoot (2K)	Large Cable Cover
Safety Chain	Pair of Gloves

STINGERS

25' Edison Stinger	20 Amp Bates Stinger
50' Edison Stinger	60 Amp Bates Stinger
Quad Box (Gang Box)	100 Amp Bates Stinger
Power Strip	100 Amp to 60 Amp Bates Splitter
Cube Tap	60 Amp Bates to Edison Quad Box
Pigtail - Edison Male	Pigtail - Bates Male

STANDS

40" C-Stand (Regular)	Baby 3 Riser Kit Light Stand
20" C-Stand (Small)	Baby 3 Riser Rolling Light Stand
Hi-Roller Combo Stand	Junior 2 Riser Grip/Light Stand
Baby 2 Riser Light Stand	Junior 2 Riser Rolling Light Stand

GRIP EQUIPMENT

Sandbag: 20 Lb	6 Step Ladder
Sandbag: 35 Lb	Baby Plate (Not Mounted)
Grip Clip #1 (Small)	Junior Plate (Not Mounted)
Grip Clip #2 (Medium)	Baby Plate Beaver Board (Mounted)
Grip Clip #3 (Large)	Junior Plate Beaver Board (Mounted)
C-Clamp	Apple Box - Set (Includes: 1 of each size)
C-Clamp with Baby Pin (2" or 4")	Apple Box - Full
Cardellini End Clamp (Limit 2 per shoot)	Apple Box - Half
Cardellini Center Clamp (Limit 2 per shoot)	Apple Box - Quarter
Mafer Clamp (Limit 2 Per Shoot)	Apple Box - Pancake
Baby Pipe Clamp	4'x4' Reflector with Yoke
Junior Pipe Clamp	4'x4' Mirror with Yoke
Big Ben Clamp (Limit 2 Per Shoot)	30"x36" Gold/Silver Board
Platypus Clamp (Limit 2 Per Shoot)	4'x4' Foam Bounce Board
Speedrail (8ft; 10ft; 12ft)	2'x4' Foam Bounce Board
Speedrail Ear (Limit 2 Per Shoot)	24" Flexfill Reflector
Crate of Gels/Diffusion	Baby Offset Arm
C-47s	Junior Offset Arm
Grip/Camera Tape	

NETS, SILKS, FLAGS

18"x24" Single Net Flag	4'x4' Floppy Solid Flag (Limit 2 per Shoot)
18"x24" Double Net Flag	4'x4' Frame
18"x24" Silk Flag	6'x6' Overhead Frame
18"x24" Solid Flag	6'x6' Silk
18"x24" Empty Frame	6'x6' Black and White Griffon
18"x24" Cookaloris	12'x12' Overhead Frame
24"x36" Single Net Flag	12'x12' Solid
24"x36" Double Net Flag	12'x12' Silk
24"x36" Silk Flag	12'x12' Single Net
24"x36" Solid Flag	12'x12' Double Net
24"x36" Empty Frame	12'x12' Black and White Griffon
24"x36" Cookaloris	20'x20' Solid
12"x48" Solid Flag	20'x20' Silk
24"x60" Floppy Solid Flag	Duvatyne Scraps

FILTERS

ND 3	4x5 / Series 9 / 4 ½ Round	85C	4x5
ND 6	4x5 / 6x6 / Series 9	ENHANCING	6x6
ND 9	4x5	ULTRA CONTRAST ¼	4x5
ND 3 GRAD	4x4 / 6x6	ULTRA CONTRAST ½	4x5
ND 3 GRAD (OVAL)	4x5	ULTRA CONTRAST 2	4x5
ND 6 GRAD	4x5 / 6x6	8PT STAR	4 ½ Round
ND 9 GRAD	4x5 / 6x6	YELLOW	4x4
HOT MIRROR IR ND SET 3-12	4x5	RED	72mm
POLARIZER	4x5 / 6x6 / 138mm	ORANGE	4x4
POLARIZER FADER	72mm	MAGENTA	4x4
DAY FOR NIGHT	4x5	CHOCOLATE 2	4x4
LOW CONTRAST ¼	4x5	TOBACCO 1	4x5
LOW CONTRAST 2	4x5	TOBACCO 2	4x5
LOW CONTRAST 3	Series 9	BLACK FROST SET 1/8 - 2	4x4
CLEAR	4x5 / 6x6 / Series 9 / 4 ½ Round	FROST SET 1/8 - 2	4x4 / 4 ½ Round
BLUE 2	4x5	SOFT FX ½	4x5
BLUE 2 SOFT GRAD	4x5	SOFT FX 1	4x5
BLUE 4 HARD GRAD	4x5	SOFT FX 1 ½	4x5
CORAL ¼	Series 9	SOFT FX 2	4x5 / 138mm
CORAL ½	4x5 / 6x6 / Series 9	SOFT FX 3	4x5 / 138mm
CORAL 1	4x5 / 6x6	SOFT FX5	4x5 / 138mm
CORAL 2	4x5	WARM SOFT FX 3	4x5
DIFFUSION A	4x5	81	4x5
DIFFUSION B	4x5	81C	4x5
DIFFUSION 1	Series 9	81EF	4x5
DIFFUSION 2	Series 9	812	4x5
DIFFUSION 3	Series 9	FLB	4x5 / 4 ½
DIFFUSION 4	4x5 / Series 9	FLD	4x5
DIFFUSION 5	Series 9	LLD	4x5
BLACK DIFFUSION 3	4x5	SC2	4x5
WHITE PRO MIST ¼	4x5	DIOPTER +1/2	4 ½ Round / 138mm
WARM PRO MIST ¼	4x5	DIOPTER +1	138mm
BLACK PRO MIST 1/8	4x5	DIOPTER +2	4 ½ Round / 138mm
TS3	4x4	CC10Y (Add Yellow)	Series 9
SOFT NET 4W	4x5	CC30M (Add Magenta)	Series 9
85	4x5 / 6x6 / 72mm / Ser. 9 / 4 ½ Round	CC40M (Add Magenta)	4 ½ Round
85ND3	4x5 / Series 9 / 4 ½ Round	CC40R (Add Red)	Series 9 / 4 ½ Round
85ND6	4x5 / Series 9 / 4 ½ Round	FOG ½	4x5
85ND9	4x5 / Series 9 / 4 ½ Round	FOG 1	4x4
85B	4x5	FOG 3	4x5 / Series 9
85BND3	4x4 / 4 ½ Round	FOG 4	Series 9 / 4 ½ Round
85BND6	4x4 / 4 ½ Round	FOG 5	4 ½ Round
85BND9	4x4	DOUBLE FOG 1/8	138mm
85B POLARIZER	4x4 138mm	DOUBLE FOG 1	138mm