

UNIFORM CHECKOUT
UNM PHYSICAL PLANT DEPARTMENT

I, _____, accept the items listed as temporary custody from the UNM Physical Plant Department, to be returned upon leaving this area, this department, and/or the University of New Mexico. I understand that I am responsible for these items and that I am responsible for their replacement in the event that I have lost them.

<u>Technician Uniform</u>	<u>Executive Uniform</u>
<input type="checkbox"/> Shirt, denim	<input type="checkbox"/> Shirt, Oxford
<input type="checkbox"/> Jeans, Wrangler	<input type="checkbox"/> Shirt, denim
<input type="checkbox"/> Jeans, UniFirst	<input type="checkbox"/> Slacks, cotton
<input type="checkbox"/> Slacks, painter pants	<input type="checkbox"/> Slacks, poly-blend
<input type="checkbox"/> Slacks, cotton work pant	<input type="checkbox"/> Skirt
<input type="checkbox"/> Slacks, poly-blend work pant	
<input type="checkbox"/> Skirt	
<input type="checkbox"/> custodial apron or vest	
 <u>Other</u>	
<input type="checkbox"/> T Shirt	
<input type="checkbox"/> Baseball Cap	

I understand that a copy of this checkout form will be kept in my personnel file at the Physical Plant. This also certifies that I have been issued a copy of the PPD Uniform Policy.

Employee

Supervisor/Manager

Date