

TEXTBOOK ISSUE

Teacher:
Course:

School:
Room:

Building:
Textbook:

Book No.	Student Name	Student Signature	Condition when Issued	Condition when returned (i.e. good or damaged)
1			New	
2			New	
3			New	
4			New	
5			New	
6			New	
7			New	
8			New	
9			New	
10			New	
11			New	
12			New	
13			New	
14			New	
15			New	
16			New	
17			New	
18			New	
19			New	
20			New	
21			New	
22			New	
23			New	
24			New	
25			New	
26			New	
27			New	
28			New	
29			New	
30			New	

For a classroom set each student is assigned a book according to the seating chart. The students are responsible for the present of the textbook. If a book should become missing, the student is responsible for reporting the book missing immediately to allow the teacher to check with students of the previous period. Otherwise, the student will be responsible for the cost of the book.