



Operation: Military Kids Mobile Technology Lab Request Form

1. Dates MTL Needed (time to ship, actual event, and return)

Pick Up: _____ Event: _____ Return: _____

2. Key Contact Person

Name: _____

Address: _____

E-mail: _____

Phone: _____

3. Narrative of Event

Name of Event: _____

Purpose/Goal of Event: _____

Length of Event: _____

Number of Youth and Adults anticipated to be served at Event:

Youth: _____ Adults: _____

***Equipment Needed: (please use page 2)**

4. Storage Procedure for MTL

5. Media Plan and Press Release

(include name and address of newspapers press release sent to)



Mobile Technology Lab Contents List

Please indicate how many of each item you are requesting

Quantity Needed	Items
	15 Laptops
	15 Laptop Power Cords
	15 External Floppy Drives
	15 Ext. Floppy Drv USB Cords
	15 Headsets
	5 Phillips FunCams
	o with USB Cords and Software
	Wireless Router
	Wireless Router Power Cord
	Wireless Printer Server
	Printer Server Power Cord
	Scanner
	Scanner Power Cord
	Scanner USB Cord
	External DVD Recorder
	Ext. DVD Rec. Power Cord
	Ext. DVD Rec. USB Cord
	Laser Printer
	Laser Printer Power Cord
	2 HP Photosmart Printers
	2 HP Printer Power Cords
	HP Printer USB Cord (Staples)
	Laminator
	Extension Cord
	3 Power Strips
	3 Tripods with Case

Quantity Needed	Items
	Cannon Digital Camera with:
	o Digital Camera USB Cord
	o AA Battery Charger
	4 Kodak Digital Cameras with:
	o Kodak Rapid Battery Charger
	o 2 Memory Cards
	o USB Cord
	Cannon Video Camera
	o Extra Video Camera Battery
	o Video Camera Power Cord
	o Video Camera Remote Control
	o Instruction Manual
	o Firewire Card (for downloading video to computer)
	3 Sony Digital MiniCams with:
	o MiniCam Battery
	o Extra Lithium Ion Battery
	o MiniCam Power Cord
	o MiniCam AC Adapter
	o MiniCam USB Cord
	o MiniCam TV Cable
	o MiniCam Station
	o MiniCam Remote Control
	o UV Filter
	o MiniCam Mini Clean Kit
	o MiniCam Instruction Manual
	o MiniCam Picture Package
	o Sony 512MB Memory Card
	o Bluetooth Wireless Microphone
	o Pyro Firewire Card & Cord (for downloading video to computer)