



# Video Request Form

**Administrative Services Department**  
**Mesa Consolidated Water District**  
1965 Placentia Avenue, P.O. Box 5008 Costa Mesa, CA 92627-5008  
Fax # (949) 574-1036

Questions? Please call us at (949) 631-1205

## Contact Information:

Date of Request \_\_\_\_\_  
Contact Name \_\_\_\_\_  
Organization \_\_\_\_\_  
Street Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone # \_\_\_\_\_ Fax # \_\_\_\_\_ Email \_\_\_\_\_

## Usage Information:

Video(s) Requested \_\_\_\_\_  
Briefly describe what \_\_\_\_\_  
the Video(s) will be \_\_\_\_\_  
used for \_\_\_\_\_

Date Video(s) will be returned \_\_\_\_\_

By signing this form, I acknowledge that I am not to copy or reproduce the video(s) I have borrowed in any way. I agree to return the video(s) by the date above and in the condition in which they were given to me. I also acknowledge, understand and agree I am responsible for the cost of replacing the video(s) if lost, stolen or damaged.

Contact's Signature/Date \_\_\_\_\_

### **For Mesa's Use Only**

Video(s) Lent:

Date Lent:

Approved By:

Date Returned: