

ETHS Property Return

Please use this form to label ETHS property that you are returning:

- Bag and tag each item individually.
- Affix the form on the bag/item so it will not fall off.

Textbooks do not need to be labeled because they have bar codes.

Student First Name:

Student Last Name:

Student ID Number:

ITEM BEING RETURNED

RETURN ITEM TO

Staff Member First Name:

Staff Member Last Name:

Department (if not returning to a specific staff member):