

# Sign-Out Sheet for Research Records



<b>Box Location Number</b> <i>(The number in the upper right shaded area of the box label – this is the location code for this box.)</i>	<b>ROMEО No.</b>	<b>Name of Person Signing out Box</b> <i>(Please print clearly.)</i>	<b>Date Box or Records from Box Signed Out/Date Box or Records Returned</b> <i>(yyyy/mm/dd)</i>	<b>R&amp;I Office Signature</b>
	ROMEО No./		<b>Out:</b> <b>Returned:</b>	
	ROMEО No./		<b>Out:</b> <b>Returned:</b>	
	ROMEО No./		<b>Out:</b> <b>Returned:</b>	
	ROMEО No./		<b>Out:</b> <b>Returned:</b>	
	ROMEО No./		<b>Out:</b> <b>Returned:</b>	
	ROMEО No./		<b>Out:</b> <b>Returned:</b>	