FORM A

PROPERTY ACCOUNTING

Date _____

EQUIPMENT OVER ***$5000*** FOUND **WITHOUT** INVENTORY NUMBERS AFFIXED

Print Form

THESE ITEMS ARE NOT ON THE INVENTORY LIST

Reset Form

Acquire Date	Source Doc & #	Inventory Number	Description	Manufacturer	Model	Location	Serial #	Cost

Department Name _____ Org Id _____ Phone # _____

Person Completing Inventory _____ Department Chairperson's Signature _____

REVISED 12/01