

Research Administration

NOTIFICATION OF EQUIPMENT DISPOSAL

Lifespan Admin Silver Tag Number	Description of Equipment	Reason for Disposal	Date of Disposal

Manner of Disposal: Sold _____ Scrapped _____ Donated _____ Transferred _____
 Sale Price \$ _____
 Sold to: _____
 Donated to: _____
 Transferred to: _____ (Attach Relinquishing Statement if applicable)

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Principal Investigator Signature or designate

Date

Print authorized person name

***This form should be completed and returned to the Office Research Administration/Grants and Contracts (ORA/G&C), Coro West 1.300. Any questions, please contact Leslie Simone at 4-8696.**

If it is computer related, please contact Information Services, Help Desk at X46381 to have the piece of equipment disposed of.

cc: Sandra Morgan, Accountant, AMC Finance (with equipment record)