

TEXAS TECH UNIVERSITY  
EQUIPMENT LOAN FORM

Date: \_\_\_\_\_

TO: Property Manager  
TTU  
113 Physical Plant, Mail Stop 3142  
Campus

The following list of equipment will be temporarily located at \_\_\_\_\_

\_\_\_\_\_

in the custody of \_\_\_\_\_

Name

Title

Department

Account Number

INVENTORY NUMBER

DESCRIPTION

_____	_____
_____	_____
_____	_____
_____	_____

The expected date of return to the original location is \_\_\_\_\_

APPROVED:

Department/Shop

Property Custodian

Managing Director – Physical Plant

Date

Forward completed form to Department Supply

ATTACHMENT  
PP/OP 05.05  
10/14/03