TEXAS TECH UNIVERSITY

REQUEST TO ADD PROPERTY TO DEPARTMENTAL INVENTORY THAT HAS BEEN DISCOVERED

Date _____

Name of Principal Investigator, if applicable _____

Org Code _____

I request that the following items be added to the _____ **inventory.**
(Department Name)

ITEM DESCRIPTION	ESTIMATED FMV	SOURCE*	OWNERSHIP (TTU or Sponor)	NEW LOCATION ROOM BUILDING

Property Custodian for Department

Property Management
Signed when added to Departmental Inventory

(SEND ORIGINAL TO: property.management@ttu.edu)

ATTACHMENT G
OP 63.08
4/18/14