

## Signout for Equipment (including computers <\$2500)

This form is intended as a record of equipment purchased using Epidemiology & Biostatistics fund sources and in use at an off campus location. Borrowed equipment should be returned, in satisfactory condition, at the time of your departure from the department. Only Department of Epidemiology equipment custodians have the authority to dispose of or modify equipment. (Please note that Federally purchased equipment, even obsolete items must be retained as long as the project is alive.) Please send a copy of this completed form to Clark Sealy at Box 0560.

### User

First Name:	
Last Name:	
Date Borrowed/Signature:	
Date Returned/Signature:	
Intended location:	

### Computer

Manufacturer:	
Model:	
Model #:	
Serial #:	
UC Property #	
Type (Desktop, portable, server, loose)	

### Keyboard

Manufacturer:	
Model #:	
Serial #:	

### Pointing Device/Mouse

Manufacturer:	
Model #: (if any)	
Serial #	

### Monitor

Manufacturer:	
Model:	
Model #:	
Serial #:	

**Printer/Fax/Scanner/Etc.**

Location (Floor, room or cubicle #):	
Type (Desktop, portable, server, loose)	
UC Property #:	
Manufacturer:	
Model:	
Model #:	
Serial #:	

**Post-award Manager Authorization**

Name: Peter Armour	
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Notes:  

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