

**UNIVERSITY OF LOUISIANA AT MONROE
PROPERTY CONTROL**

ADDITION TO DEPARTMENTAL INVENTORY

TO: Director of Property Control (FAX 3458) **DATE:** _____

FROM: _____ **DEPARTMENT:** _____

SIGNATURE

ACQUISITION: (Check One)

DONATION: _____ PLEASE ATTACH COPY OF DONATION FORM FROM ULM FOUNDATION

INTERAGENCY TRANSFER: _____ **AGENCY NAME:** _____

ON LOAN: _____ **FROM:** _____

AGENCY MANUFACTURE: _____ **BIRTH (FARM ANIMALS):** _____

ITEM

LOCATION

ACQUISITION

DESCRIPTION

BLDG/ROOM

VALUE

DATE

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____