



# Receipt of Asset No. \_\_\_\_\_

Date Asset Received: \_\_\_\_\_

PO No.: \_\_\_\_\_ Cost: \_\_\_\_\_

If special funds w/o PO specify: \_\_\_\_\_

Description: \_\_\_\_\_

Manufacturer: \_\_\_\_\_ Year: \_\_\_\_\_

Model: \_\_\_\_\_ Serial: \_\_\_\_\_

Location of Asset: \_\_\_\_\_

Warranty Information: \_\_\_\_\_