

Office Use Only

EQUIPMENT CANNIBALIZATION RECORD

Email the completed form to the Property Management Department at LogisticalSupport@Lamar.edu. If unable to scan, send to PO Box 10004.

Date Requested: _____ Department: _____

Requested by: _____ Phone #: _____

Inventory Tag #	Description	Serial #	Method of Disposal	Cost <small>Office Use Only</small>

I certify that the property listed above was cannibalized and disposed of according to procedure. All inventory tags were removed and returned to Property Management.

Print Name: _____ Title: _____

Signature: _____ Date: _____

Witness, Print Name: _____ Title: _____

Signature: _____ Date: _____

Property Custodian's Signature: _____ Date: _____

OFFICE USE ONLY BELOW THIS LINE

SPA AFR Initials: _____ Date: _____ L'DRIVE EMAIL DEPARTMENT Initials: _____ Date: _____