UNIVERSITY OF ALASKA PROPERTY DESTRUCTION AUTHORIZATION & **CERTIFICATION**

Please read the "Property disposals" section of the Statewide Property Manual BEFORE completing this form.

Departmental Property Custodian			Location of Items:			
Departmental Property Custodian:						
Unit/Department & Mailing Address:			Date Requested:	Date Requested:		
			Method used to scrap	Method used to scrap items:		
Approval-Signature of Director/Dept Head				Date Approved		
If advertising, you must attach a copy of the advertisement.						
Qty	Tag Number	Item D	Description	Condition	Reference	
				<u> </u>		
				<u> </u>		
				<u> </u>		
	Stop here ar	nd send form to <u>uaf-property@alask</u>	Ka.edu.	<u> </u>		
After they get approval, they will send it back an the remaining part of the form must be complete department.			ed by	<u> </u>		
	аораннена.	<u>IL</u>				
Authorized by Chief Procurement Officer or Designee Signature: Date						
Authorized by Chief Procurement Officer of Designee Signature.						
APPROVAL FOR DESTRUCTION MUST BE OPTAINED BEFORE COMPLETING THIS SECTION.						
All items must be taken to a landfill area or destroyed completely before placing in a dumpster or other receptacle and must be witnessed by at least one other University employee.						
AFTER DISPOSAL, SEND THIS FORM TO YOUR CAMPUS PROPERTY COORDINATOR						
Diamanal	has (Daint Name)	G:			D-4-	
Disposal by (Print Name) Signature			;]	Date	
Witnessed by (Print Name) Signature		·		Date		
For Property Use Only- Action Taken						
Deleted: Date: Amount:						
Eivad A	Fixed Asset Form #3 August 2009					