

Fixed Assets Accounting

Department of Microbiology and Immunology

Moving equipment into a different space. (Update Inventory)

Date: _____
Requestor: _____
PI: _____ Transfer to: _____
Equipment Description:
Item: _____
Serial No: _____ Model No: _____
VCU Tag: _____
Prior Location:
Building: _____ Floor/Room: _____
New Location:
Building: _____ Floor/Room: _____
FOR MICROBIOLOGY AND IMMUNOLOGY ADMINISTRATION USE ONLY
Received by: _____ Date: _____
Processed by: _____ Date: _____