## 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:			
Unit/Department & Mailing Address:			Date Requested:			
			Method used to scrap items:			
			-			
Approval-Signature of Director/Dept Head			Date Approved			
If advertising, you must attach a copy of the advertisement.						
Qty	Oty Tag Number Item D		Description	Condition	Reference	
Authorized by Chief Procurement Officer or Designee Signature:				<del>-</del>	Date	
APPROVALED PROTECTION AND DESCRIPTION OF A PART OF A PAR						
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						
Disposal by (Print Name) Signature			re	]	Date	
Witnessed by (Print Name) Signature		re		Date		
For Property Use Only- Action Taken						
Deleted	Deleted: Amount:					
Final Anna Finan #2						

Fixed Asset Form #3 August 2009