UA LITTLE ROCK | OFFICE OF FINANCIAL SERVICES

GIFTS IN KIND

From	Source Information:	To	Org Name: Org Code: Date:

Asset Description (make, model, manufacturer)	Serial Number	Location	Custodian	Cost	Tag # (For Property Accounting Only)

Remarks:

Organization Head Signature **Date**

For Financial Services Use Only:

Property Accountant Signature **Date**

Development Signature **Date**

Please obtain Development approval, forward original to Property Accounting and retain copy for your records.