



UITS Property Removal Form

Fill out form, print and obtain signature. Signed form must accompany property leaving the building.

Name: _____

Property Destination: _____

Date of Return: _____

Item Description	Serial Number	Part Number

Employee Signature: _____ Date: _____

Authorized Signature: _____ Printed Name: _____

Date: _____

Authorized personnel:

Bill Smith	Dave Kokoszyna	Ellen Kanter
Ed Dunn	John Jackson	Rick Cote
Dick Newton	Bob Solis	David Gray
Greg Ellis	Michael Poole	Lee Maglione
Tim Blondin	Heather Axworthy	Jack Wilson

OUT

Officer: _____ Date/Time: _____