Lamar University ” Property Management Department
PO Box 10004 ” (409) 880-1886 or (409) 880-8898
logisticalsupport@lamar.edu

Office Use Only

EQUIPMENT CANNIBALIZ ATION RECORD

Email the completed form to the Property Management Department at LogisticalSupport@Lamar.edu. If unable to scan, send to PO Box 10004.

Date Requested: _____ Department: _____

Requested by: _____ Phone #: _____

Inventory Tag #	Description	Serial #	Method of Disposal	Cost Office Use Only

I certify that the property listed above was cannibalized and disposed of according to procedure. All inventory tags were removed and returned to Property Management.

Print Name: _____ Title: _____

Signature: _____ Date: _____

Witness, Print Name: _____ Title: _____

Signature: _____ Date: _____

Property Custodian’s Signature: _____ Date: _____

OFFICE USE ONLY BELOW THIS LINE

´ SPA ´ AFR Initials:____ Date:_____ L´DRIVE ´ EMAIL DEPARTMENT Initials:____ Date:_____