

Fixed Assets Off Campus Equipment Form

Please print this page, enter complete information and give to your Department Equipment Custodian.

I hereby certify that the Dartmouth College Capital Equipment item(s) in my personal possession are as follows:

Asset Tag #

Description/Model #

Serial Number

The above items are located at:

If my employment is terminated for any reason, I agree to return the above equipment to the college and immediately notify the Fixed Asset Coordinator and my Department Head.

Date:

Print Name:

Signature:

Department:
