

NORTH CAROLINA STATE UNIVERSITY
SURPLUS DISPOSITION FORM
 Nov 15, 2016

Department: Any Department on Campus
Contact: John Q Public
Phone: 919-515-1234
Pick-Up Location: NCSU BLDG ABC106
Deposit Information:

OUC: Departmental Code

E-mail:

Action: Vehicle

Surplus Request Comments: Please see John Q Public in NCSU BLDG ABC106 room 1 for signature. The vehicle will be taken to DoA State Surplus Property.

MM Manifest Comments:

Qty	Lot?	AM Tag/ Cams #	Serial #	Condition	Description
1	N	0027879800	2FTZA02144BA8 0981	Poor	Ford Freestar Cargo Van

NOTE: Person/Department disposing of equipment that (i) may have been used to process hazardous material, or (ii) may contain hazardous material which cannot be removed, or (iii) which contains any radioactive materials, must receive clearance as appropriate from the Environmental Health & Safety Dept. or the Radiation Protection Office before this equipment may be surplus.

NOTICE: When including devices that may have internal storage (e.g., copiers, printers, scanners, projectors, etc) on this form, please check with the manufacturer for verification if such storage exists. If equipped with internal storage, it is the responsibility of the department to erase all data on the internal storage or remove it before turning the device over to Surplus. Devices with internal storage retain images made during the life of the equipment.

SIGNATURES: Department Authorization _____

Date _____

Print Signature _____

Materials Support Verification _____

Date _____