



## Brigham Young University Request to Transfer Capital Equipment

Send or email original to [manageassets@byu.edu](mailto:manageassets@byu.edu). Retain a copy for your department

Questions - Contact: Ben Wake, [ben\\_wake@byu.edu](mailto:ben_wake@byu.edu), C-249 ASB, 2-9766

General Accounting Office use only	TAG#:
	TAG#:

Tag Number	Item Description	Manuf	Model	Serial No.
<b>Transfer FROM:</b>				
College/Department	Operating Unit	Account	Class	Bldg/Room#
Name of Responsible Person		Extension	Date	
<b>Transfer TO:</b>				
College/Department	Operating Unit	Account	Class	Bldg/Room#
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