

TECHNOLOGY PROPERTY ASSIGNMENT FORM



TEXAS COLLEGE  
Tyler, Texas

Division of Business and Finance

TO: Department of Technology

FROM: \_\_\_\_\_  
Employee's Name Social Security Number

DATE: \_\_\_\_\_

This is to verify that the equipment listed below that was in my possession is being turned into the Department of Technology.

| Description Equipment | Serial Number | Inventory Number | Building Location | Inventory Value | Returned Condition | Returned Date |
|-----------------------|---------------|------------------|-------------------|-----------------|--------------------|---------------|
|                       |               |                  |                   |                 |                    |               |
|                       |               |                  |                   |                 |                    |               |
|                       |               |                  |                   |                 |                    |               |
|                       |               |                  |                   |                 |                    |               |

By signing this agreement I verify that these items are no longer in my possession.

\_\_\_\_\_  
Employee's Signature

\_\_\_\_\_  
Vice-President

\_\_\_\_\_  
Technology Department