

**U.S. DEPARTMENT OF ENERGY****Certificate of Property/Property Removal Authorization**

NAME(Last, First, MI)	Org Code	Phone #
Item Description	Make	Model
Tag Number	Serial Number	Exp. Date

**RECEIPT ACKNOWLEDGMENT**

I hereby acknowledge receipt for the listed item and will hold myself accountable for its safety. DOE Federal employees will be responsible and may be inancially liable for loss, damage, destruction, and unauthorized use of government personal property in their possession and control. Loss or stolen property should be reported to your APR within 24 hours of date discovered loss.

\_\_\_\_\_  
Signature of Property Recipient

\_\_\_\_\_  
Date

\_\_\_\_\_  
Accountable Property Representative (APR)

\_\_\_\_\_  
Date

Digital Signature