

# CENTRAL ALABAMA COMMUNITY COLLEGE

## Inventory Transfer Form

MOVED FROM			MOVED TO	
Campus: _____			Campus: _____	
Building: _____			Building: _____	
Room: _____			Room: _____	
Assigned Dept: _____			Assigned Dept: _____	
Inventory Number	Description of Item	Brand Name and Model	Serial Number	Disposition Comments Transfer/Lost/Stolen/ Warehouse for sale/Other

Released By: \_\_\_\_\_

Received By: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Grant Administrator: \_\_\_\_\_

**Note: If item is believed stolen, police report required to be attached with form.**