

PROPERTY CONTROL RECEIPT

For use of this form, see ER 700-1-1; the proponent agency is CELO-MS

Sheet ____ of ____

LOSING HAND RECEIPT HOLDER (<i>HRH</i>)				GAINING HAND RECEIPT HOLDER (<i>HRH</i>)				FIPS EXCESS/TRANSFER			
NAME:				NAME:				DATE (YYYYMMDD)			
OFFICE SYMBOL:		HRH NUMBER		OFFICE SYMBOL:		HRH NUMBER		REVIEWED BY NAME: SIGNATURE			
ROOM NUMBER:		PHONE:		ROOM NUMBER:		PHONE:					
DATE (YYYYMMDD)		SIGNATURE		DATE (YYYYMMDD)		SIGNATURE					
REQUESTED ACTION					RETURN DATE		TRANSFER (<i>to another UIC</i>)				
TRANSFER (<i>Internal only</i>)			<input type="checkbox"/>					GAINING COMMAND		GAINING UIC:	
								GAINING PBO			
								SHIP TO ADDRESS			
EXCESS			<input type="checkbox"/>								
OTHER (<i>Specify</i>)			<input type="checkbox"/>					DATE (YYYYMMDD)		RECEIVED BY SIGNATURE	
ITEM NUMBER	BAR TAG NUMBER	NOMENCLATURE		CONDITION CODE	SERIAL NUMBER	ACQUISITION DATE	ACQUISITION PRICE	DOCUMENT NUMBER			
PRINT/TYPE NAME/OFFICE SYMBOL/VENDOR REMOVING OR RECEIVING PROPERTY						DATE (YYYYMMDD)		SIGNATURE			
DATE (YYYYMMDD)		LOSING PBO SIGNATURE				ENG 4900-2 RECEIVED IN LOGISTICS FOR PROCESSING					
DATE (YYYYMMDD)		ACTION POSTED BY SIGNATURE				DATE (YYYYMMDD)		RECEIVED BY SIGNATURE			