

UNIVERSITY OF HAWAI'I

FMIS-75

CAMPUS: _____

**REQUEST FOR RELIEF OF ACCOUNTABILITY
FOR NON-EXPENDABLE PERSONAL PROPERTY
(Title Not Vested with University)**

DATE: _____
(MM/DD/YY)

(See reverse side for instructions)

AWARD NO: _____

ASSET NO.	DECAL NO.	DATE ACQUIRED	DESCRIPTION	COST

Reason for request:

Obsolete _____ Damaged _____ Lost _____ Stolen _____

Other _____

Reasons for obsolescence and/or facts/circumstances surrounding the loss, damage, etc. are:

Based upon my personal knowledge or investigation, I hereby certify that the reasons for obsolescence are factual and/or claims of loss/damage are not due to negligence or failure to provide adequate security or property protection.

Signed by: _____

Property Custodian