Request for Loan of University of Nebraska-Lincoln Personal Property to Another Institution

*Fixed assets purchased with Federal or Federal Pass-Through Funding may NOT be transferred without prior, documented approval from Sponsored Programs.

Date: ____________________________

Requestor: _________________________________________Department: _________________________________
___________________________________________________          ___________________________________
(Signature of Requestor)      (Date)

Reason for Loan: ________________________________________________________________________________
______________________________________________________________________________________________

ITEMS ON LOAN:

<table>
<thead>
<tr>
<th>QUANTITY/DESCRIPTION (make, model #)</th>
<th>SERIAL #</th>
<th>UNL TAG #</th>
<th>UNIT PRICE</th>
<th>TOTAL PRICE</th>
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Present Location of Property: _____________________________________________________________________

Institution receiving loan of equipment: _____________________________________________________________
______________________________________________________________________________________________

Date of return from receiving Institution: __________________________
___________________________________________________     ___________________________________
(Signature of Institution)      (Date)

Approval Signatures:

__________________________________________________________             ______________________________
(Department Chair)        (Date)
__________________________________________________________             ______________________________
(Dean)          (Date)
__________________________________________________________             ______________________________
(Vice Chancellor for Research)       (Date)
__________________________________________________________             ______________________________
(Vice Chancellor for Business & Finance)                                            (Date)
__________________________________________________________            ______________________________
(Office of Sponsored Programs)       (Date)

*Once complete please email to unl_inventory@unl.edu or send to Inventory Department, 1700 Y Street, Lincoln NE 68588-0606