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>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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, 942 N 22nd Street, Lincoln NE 68588-0835