

**U.S DEPARTMENT OF ENERGY**  
 Certificate of Property/Property Removal Authorization

NAME (Last, First, MI)	Org Code	Phone #
(Item Description)	Make	Model
Tag Number	Serial Number	Exp. Date

**RECEIPT ACKNOWLEDGMENT**

I hereby acknowledge receipt for the item listed above and will hold myself accountable for its safety. DOE Federal employees will be responsible and may be financially liable for loss, damage, destruction and unauthorized use of government personal property in their possession and control. Lost or stolen property should be reported to your APR within 24 hours of date discovered lost.

<hr/> Signature of Property Recipient	<hr/> Date
<hr/> Accountable Property Representative (APR) Digital Signature	<hr/> Date