



PRAIRIE VIEW A&M UNIVERSITY

A Member of the Texas A&M University System

Date _____

Asset Information Form

Type of Purchase: _____

Date of Purchase: _____

Credit Card Holder: _____

Description of
Equipment: _____

Department: _____

Location of Equip:
(Building & Room) _____

Serial #: _____

Model #: _____

Manufacturer: _____

Asset Cost: _____

Additional
Comments: _____

Preparer's Name
and Phone: _____

Please send this form along with a copy of the sales receipt, invoice or packing slip to the Fixed Assets Office, fixedassets@pvamu.edu.