



**Prairie View A&M University  
Statement Of Liability  
For Fiscal Year 2020**

Date: \_\_\_\_\_

\_\_\_\_\_  
Department

**I understand that I am under financial liability for loss or damage to items on my departmental inventory, if the loss or damage results from my negligence, intentional act, or failure to exercise reasonable care to safeguard, maintain and service them.**

	Printed Name	Title	Signature	Date
<u>Property Officer</u>				
<u>Alternate Property Officer</u>				

**Please note who will serve as point of contact for day to day operations for your department.  
Specify name, contact phone number and email for our records to update for FY2020.**

**Name:** \_\_\_\_\_ **Email:** \_\_\_\_\_ **Phone:** \_\_\_\_\_