

**UNIVERSITY OF NORTH GEORGIA  
PROPERTY CONTROL FORM  
Gainesville Campus Only**

DATE: \_\_\_\_\_

Please send all requests to: [eddie.morgan@ung.edu](mailto:eddie.morgan@ung.edu)

FROM: BUILDING: \_\_\_\_\_  
 DEPARTMENT: \_\_\_\_\_  
 ROOM: \_\_\_\_\_  
 REQUESTOR: \_\_\_\_\_

PRINT NAME SIGNATURE

*All items listed below are ready for pickup and transfer to Surplus located in the Warehouse of Logistical Services.*

UNG Decal #	DESCRIPTION	MODEL #	SERIAL #	CONDITION: Good, Scrap, Work, not Work

*\*For questions please call: Eddie Morgan 678-717-3711*

\_\_\_\_\_  
 Chuck Mason  
 Property Control Manager

\_\_\_\_\_  
 Departmental Approval

*If you need this document in an alternate format for accessibility purposes (e.g. Braille, large print, audio, etc.) please contact: Alisha Matthews, Logistical Services, 706-867-2171 or [alisha.matthews@ung.edu](mailto:alisha.matthews@ung.edu)*