

PROPERTY RECEIPT FORM

Accountable Officer Name: _____ Accountable Officer #: _____
Purchase Order #: _____

NOTE: ONLY RECEIPT FOR ITEMS LISTED ON THE PURCHASE ORDER

	Line Item:	Line Item:	Line Item:	Line Item:
Description:				
Model #:				
Manufacturer:				
Serial #:				
Accounting Code:				
Acquisition Cost:				

FAX THIS WITH A COPY OF THE PURCHASE ORDER & DISTRIBUTION TO 612-370-2114 OR MAIL TO:

USDA APHIS MRPBS ASD
ATTN: PROPERTY TEAM
100 NORTH 6TH STREET, 6TH FLOOR
MINNEAPOLIS, MN 55403