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UNIVERSITY OF NORTHERN IOWA

Authorization Form for Off-Campus Use of University Property

Department _____

Property Tag _____ Description _____

Property Tag _____ Description _____

Property Tag _____ Description _____

Property Tag _____ Description _____

Date of Check Out _____

Date Property to be Returned _____

Justification For Using Property Off-Campus: (Additional Space on Reverse Side)

Specific location at which property will be used:

Signature of person using the property off campus:

_____ Date: _____

Signature of person authorizing the use of property off campus:

_____ Date: _____

Signature of Equipment Inventory Control Clerk:

_____ Date: _____

Maintained by: **University Marketing & Public Relations / President's Office**
Last Updated: August 2, 2004