Curtin
University of Technology

CERTIFICATE OF ASSETS NOT VISIBLE: STOCKTAKE 2008

Faculty/School/Area _____

I certify that the items listed below, while they could not be sighted during the stocktake, exist at the locations indicated below.

ASSET NO	ITEM DESCRIPTION	Location (Building/ Room)	REASON WHY NOT VISIBLE

SIGNED (Asset Officer) _____ PRINT NAME HERE _____ STAFF ID _____

DATE / / 2008

SIGNED (Head of Faculty/School/Area) _____ PRINT NAME HERE _____ STAFF ID _____

DATE / / 2008

This form is ONLY to be used for items which CANNOT be sighted.