Form: FAACS13 Rev. 4/11/91

FIXED ASSET ACCOUNTING AND CONTROL SYSTEM (FAACS)

Optional Form

Action Code: ____ (2=Add 3=Change)

FAACS ID Number: __ __ __ _____ __ __ __ _ __ __ __ __ __
AGENCY # ASSET CATEGORY IDENTIFICATION NUMBER

Serial Number __

Model Number __ __ __ __ __ __

Manufacturer __ __ __ __ __ __ __ __ __ __ __ __ __ __ __ __ __

Agency Loaned To __ __ __

Neg Use Allowance __ __ __ . __ __

Salvage Value __ __ __ __ __ __ __ __ __ . __ __

Component Asset Information

Agency Number __ __ __ Asset Category

ID Number __ __ __ __ __ __ __ __ __ Installation __ __ __ __ __ __ __ __

Accept Date __ __ __ __ __ __ __ __ __ APR Approval # __ __ __ __ __

Maintenance Specification Information

Contract Number __ __ __ __ __ __ __ __ __ __ __ __ __

Vendor ID # __ __ __ __ __ __ __ __ __ __ __ __ __

Contact Person __

Inception Date __ __ __ __ __ __ __ __ Expiration Date __ __ __ __ __ __ __ __

Renewal Date __ __ __ __ __ __ __ __ Warranty Exp Date __ __ __ __ __ __ __ __ __

Amount __ __ __ __ __ __ __ __ __ __ __ __ . __ __ + or - __

(Is Risk Management or Lease Information Required for this transaction: yes __ no __)
If yes, see reverse side for Risk Management or Lease Information.

Completed By: _____ Approved By: _____ Keyed By: _____

Date Completed: _____Date Approved: _____ Date Keyed: _____

FIXED ASSET ACCOUNTING AND CONTROL SYSTEM (FAACS)
Form: FAACS13 Optional Form (continued)

Risk Management Specification Information

Replacement Index __ __ __ . __ _ Replacement Value __ __ __ __ __ __ __ __ . __ __

Replacement Basis __ Actual Value __ __ __ __ __ __ __ __ __ __ . __ __

Value Basis __ Last Appraisal Date __ __ __ __ __ __ __ __

Policy Expire Date __ __ __ __ __ __ __ __ Policy Type __

Ins. Policy Number __ __ __ __ __ __ __ __ __ __ __ __ __ __ __ __

Ins. Policy Descrip. __

<u>Lease Information</u>

ID Number __ __ __ __ __ __ __ __ __ Lease Type __

Lease Incep. Date __ __ __ __ __ __ __ __ Lease Expir Date __ __ __ __ __ __ __ __ __ __ __

Lease Description __

Excalation Date __ __ __ __ __ __ __ __ Accrual Date __ __ __ __ __ __ __ __ __

Lease FR Descrip __

Agy Leased From __ __ __

Leased Cost __ __ __ __ __ __ __ __ __ __ __ . __ __ Payment Method __

Lease to Descrip __

Agency Leased To __ __ __