**UPLB FOUNDATION, INC.**

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**MEMORANDUM FOR EQUIPMENT**

**AND NON EXPENDABLE PROPERTY**

DATE: NO.

I acknowledge to have received from UPLBFI the following property which will be used for Project \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ( ) at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and for which I am accountable (office).

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| QTY | UNIT | NAME AND DESCRIPTION | DATE ACQUIRED | INWCR NUMBER | PROPERTY NUMBER | UNIT VALUE | TOTAL VALUE |
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| REMARKS: | | | | | | | |
| END USER: NOTED BY: APPROVED:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Project Leader **DR. ENRICO P. SUPANGCO**  Executive Director | | | | | | | |