

**NOTIFICATION OF PLACEMENT IN SERVICE OF CAPITAL EQUIPMENT  
FABRICATION <sup>1</sup>**

*The following fabricated item is producing useful results and may be placed in service.*

Tag # \_\_\_\_\_

**General Description of Fabricated Item:**

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**The invoices for this item were charged to Object Code 6811 or 6812 in the following Activity(s) and Subactivity(s) and correspond to the following amount(s) and type(s) of equipment :**

Activity Code	Subactivity Code	\$ Amount	Type of Equipment * (CH, CS, SE, FR, FO, V, O)
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

- \* Types of Equipment  
CH = Computer hardware  
CS = Computer software  
SE = Scientific equipment (medical, diagnostic, etc)  
FR = Furniture, residential  
FO = Furniture, office  
V = Vehicle  
O = Other/general equipment, including for administrative and support

**If the item is sponsor funded, please obtain signature of Principal Investigator:**

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**Departmental Approval:**

Signature \_\_\_\_\_ Date: \_\_\_\_\_

*Submit form to Beth Doherty, Holyoke Center, Room 480.*

<sup>1</sup> This form should NOT be used for debt-financed equipment. To place debt-financed equipment in service, please use form "Notification of Placement in Service of Debt-Financed Capital Equipment" or contact Amy Brodeur (4-9542)