

Baylor University Equipment Release Form

Date Initiated: _____

Office/Lab of Origin: _____ Department: _____

Principal Investigator: _____

Instrument/Device Description: _____

Model Number: _____

Serial Number: _____

BU Asset Tag: _____

Destination: _____

Service requested: _____

De-energized: Yes No PI's Initials: _____

Chemicals Removed: Yes No PI's Initials: _____

Contaminated: Yes No PI's Initials: _____

Radiation Contaminated: Yes No PI's Initials: _____

Any contamination found will require the laboratory to remove the contaminants per EHS instructions. This form must be attached to the equipment.

I certify that the above listed equipment is free of chemical, hazardous material or radioactive contamination and that it is safe to release to unrestrictive areas and/or to perform the work as requested.

(Signature of Responsible Individual)

To be completed by EHS:

Date Released by EHS: _____ Released By: _____

One copy of this completed form is to be attached to the equipment; a second copy must to be emailed to: Fixed_Assets@baylor.edu. An optional third copy may be kept by the department.