



THE UNIVERSITY of NORTH CAROLINA
GREENSBORO

*Office of Accounting Services
Fixed Assets Section*

MEMORANDUM

From: Dr. Joe Brown, Department Head
Any Department

Date: October 31, 2012

Re: Asset Destroyed by Fire (Flood, Water Damage, Accident)

The asset listed on the eDisposal form, 0799990000 Server, serial number WWK12563, was destroyed in a home fire of the employee, Sally Green. Ms. Green had an FA-16 Agreement for Equipment Located Off-Campus signed to use the equipment and a copy is attached. We are also attaching a copy of the homeowner's insurance claim, showing the serial number and the asset number on the claim. Any reimbursement on this claim will be turned in to the Cashier's office to deposit to the expenditure account from which we purchased it.

OR:

The asset listed on the eDisposal form, 0799990000 Server, serial number WWK12563, was destroyed in a car accident of the employee, Sally Green. Ms. Green had an FA-16 Agreement for Equipment Located Off-Campus signed to use the equipment and a copy is attached. We are also attaching a copy of the auto insurance claim, showing the serial number and the asset number on the

claim. Any reimbursement on this claim will be turned in to the Cashier's office to deposit to the expenditure account from which we purchased it.

OR:

The asset listed on the eDisposal form, 0799990000 Walk-In Freezer, serial number 11101, was destroyed in the renovation project of the EUC Building. This asset was attached to the building in such a way that it could not be salvaged when the area was gutted for renovation. No salvage value was listed in the contractor's contract. We have attached a copy of the contract page referencing the freezer. We have also include a photo of the freezer after removal.