

ASSOCIATED STUDENTS | SDSU
FIXED ASSETS
EQUIPMENT TRANSACTION FORM

Asset Item #

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Item Name:

DESCRIPTION

Vendor Name:

License or Reg. #:

Serial or I.D. #:

Model #:

Additional Description:

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Location of Item (see reverse):

Invoice Number:

Invoice Date:

Account #:

Acquired Date:

Cost of Item:

New Added Value

Employee Completing Form:

Ext:

BUSINESS OFFICE ONLY

Vendor #:	<table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="width: 15px; height: 15px;"></td></tr></table>		<table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="width: 15px; height: 15px;"></td></tr></table>		<table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="width: 15px; height: 15px;"></td></tr></table>		<table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="width: 15px; height: 15px;"></td></tr></table>		<table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="width: 15px; height: 15px;"></td></tr></table>		<table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="width: 15px; height: 15px;"></td></tr></table>		<table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="width: 15px; height: 15px;"></td></tr></table>		<table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="width: 15px; height: 15px;"></td></tr></table>		Repl Cost:
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NEW LOCATION**DESCRIPTION OF LOCATION****NEW LOCATION****DESCRIPTION OF LOCATION**

ASU AS BUSINESS OFFICE	AS BUSINESS OFFICE	JANITORIAL STORAGE 210F	ARC
ASU AUDIO-VISUAL ROOM	AUDIO-VISUAL ROOM	JANITORIAL STORAGE 120A	ARC
ASU BOWLING&GAMES	AZTEC CENTER BOWLING&GAMES	LAUNDRY	ARC
ASU AZTEC CENTER	AZTEC CENTER	LOBBY	ARC
ASU AZTEC CENTER STORAGE	AZTEC CENTER STORAGE	MAT STUDIO	ARC
ASU B/O COMPUTER ROOM	AS B/O COMPUTER ROOM	MEN'S LOCKER ROOM	ARC
ASU BACKDOOR	BACKDOOR	MULTI-PURPOSE STUDIO	ARC
ASU BACKDOOR KITCHEN	BACKDOOR KITCHEN	OFFICE 115A	ARC
ASU BLDG SRV HALLWAY	AZTEC BOWLING ACCESS	OFFICE 115B	ARC
ASU BLDG SVR OFFICE	BLDG SVR OFFICE	OFFICE 241A	ARC
ASU BLDG SVR STORAGE	BLDG SVR STORAGE	OFFICE 241B	ARC
ASU BONEYARD STORAGE	BONEYARD STORAGE	OFFICE 241C	ARC
ASU CASA REAL MEETING ROOM	CASA REAL MEETING ROOM	OFFICE 241D	ARC
ASU CASE MGR OFFICE	CASE MGR OFFICE	OFFICE 241E	ARC
ASU CASHIER OFFICE	CASHIER OFFICE	OFFICE 241F	ARC
ASU COUNCIL CHAMBERS	COUNCIL CHAMBERS	OFFICE 241G	ARC
ASU CROSS CULTURAL CENTER	CROSS CULTURAL CENTER	OFFICE 241H	ARC
ASU CUSTODIAL	CUSTODIAL	OFFICE 241J	ARC
ASU GOVERNMENT AFFAIRS OFFICE	GOVERNMENT AFFAIRS OFFICE	OFFICE 241K	ARC
ASU GRAPHICS	GRAPHICS	OFFICE 241L	ARC
ASU GRAPHICS STORAGE	GRAPHICS STORAGE	OFFICE 241M	ARC
ASU GUEST LOUNGE	GUEST LOUNGE	OFFICE 241N	ARC
ASU INFORMATION BOOTH	INFORMATION BOOTH	OFFICE 241P	ARC
ASU LOADING DOCK	LOADING DOCK	OFFICE 241Q	ARC
ASU LOUNGE-FURNITURE	LOUNGE-FURNITURE	OFFICE 241R	ARC
ASU LOWER MTG ROOMS	AC CENTER LOWER MTG ROOMS	OLYMPIC LIFTING ZONE	ARC
ASU MAINTENANCE	MAINTENANCE	OLYMPIC STORAGE 139	ARC
ASU MEETING SERVICES	MEETING SERVICES	QUITE LOUNGE	ARC
ASU MONTEZUMA HALL	MONTEZUMA HALL	STRENGTH ZONE	ARC
ASU MONTEZUMA LOUNGE	MONTEZUMA LOUNGE	STRETCH ZONE	ARC
ASU PATIO FURNITURE	PATIO FURNITURE	TURF ZONE	ARC
ASU PATIO UMBRELLAS	PATIO UMBRELLAS	WELLNESS CENTER	ARC
ASU PRESIDENTIAL SUITE	PRESIDENTIAL SUITE	WOMEN'S LOCKER ROOM	ARC
ASU ROOM AC168G	CASE PROGRAM COORD	YOGA STORAGE 203A	ARC
ASU ROOM AC305A	COMPUTER TECH OFFICE AC RM305A	YOGA STUDIO	ARC
ASU ROOM AC305B	SYSTEM ADMIN OFFICE AC RM305B	ARENA EXTERIOR	EXTERIOR
ASU ROOM AC305C	COMPUTER STORAGE	ARENA L-LOT	L-LOT
ASU ROOM AC314	PROJECTION ROOM AC-314	ARENA MTG CENTER	AMC
ASU SET-UP STORAGE	SET-UP STORAGE	ARENA ROOM 106	VOMITORY
ASU SETUP SUPERVISOR OFF	SETUP SUPERVISOR OFF	ARENA ROOM 108	WEST STORAGE ROOM
ASU SOUND CLOSET	SOUND CLOSET	ARENA ROOM 111	CHAIR PARTS STRG
ASU TICKET OFFICE	AC TICKET OFFICE	ARENA ROOM 111A	SOUND&LIGHT STRG
ASU UPPER STORAGE	UPPER STORAGE	ARENA ROOM 113	SOUTH RETRACTABLE
AQUAPLEX	AQUAPLEX	ARENA ROOM 123A	EMPLOYEES ROOM
ARC	ARC	ARENA ROOM 123B	FIRST AID
1ST FLOOR ALL GENDER RESTROOMS	ARC	ARENA ROOM 125	CHAIR STORAGE
1ST FLOOR BREAK ROOM	ARC	ARENA ROOM 125B	CUSTODIAL STOREROOM
1ST FLOOR ELECTRICAL	ARC	ARENA ROOM 129	MAITENANCE OFFICE
1ST FLOOR ELEVATOR VESTIBULE	ARC	ARENA ROOM 142	VIDEO CONTROL RM
1ST FLOOR GROUP FITNESS STORAGE	ARC	ARENA ROOM 144	PRESS ROOM
2ND FLOOR ALL GENDER RESTROOMS	ARC	ARENA ROOM 146	VIDEO STOREROOM
2ND FLOOR BREAK ROOM	ARC	ARENA ROOM 147	GREEN ROOM
2ND FLOOR GROUP FITNESS STORAGE	ARC	ARENA ROOM 181C	OLD BLEACHERS WS
ADMIN SUITE LOBBY	ARC	ARENA ROOM 200	ADMIN OFFICES
ADMIN SUITE OPEN OFFICES	ARC	ARENA ROOM 203	MEZZANINE
CARDIO 1	ARC	ARENA ROOM 203C	E MEZZANINE STR RM
CARDIO 2 NORTH	ARC	ARENA ROOM 203D	W MEZZANINE STR RM
CARDIO 2 SOUTH	ARC	ARENA ROOM 207	OPERATIONS OFFICES
CLIMBING WALL	ARC	ARENA ROOM 211	RECORDS STORE RM
CLIMBING WALL STORAGE 136	ARC	ARENA ROOM 300	CONCOURSE STORE RM
CONFERENCE ROOM	ARC	ARENA ROOM 401	SOUND BOOTH
CYCLE STUDIO	ARC	ARENA SAC	SAC
EQUIPMENT ROOM	ARC	ARENA SAC TRAILER	SAC TRAILER
FACILITIES STORAGE 210A	ARC	ARENA TICKET OFFICE	ARENA TICKET OFFICE
FIT ZONE	ARC	CAMPUS CHILDRENS CENTER	CAMPUS CHILDRENS CENTER
FITNESS FLOOR 1	ARC	CC ADMINISTRATION	CCC ADMIN
FITNESS FLOOR 2	ARC	CC INFANT CLASS RM	CCC INFANT CLASS RM
FITNESS FLOOR 3	ARC	CC KITCHEN/LAUNDRY	CCC KITCHEN/LAUNDRY
FITNESS FLOOR 4	ARC	CC OTHER	CCC OTHER
FITNESS FLOOR STORAGE 134	ARC	CC PRESCHL/3'S CLASS RM	CCC PRESCHL/3'S CLASS RM
FRONT DESK	ARC	CC PRESCHL/4'S CLASS RM	CCC PRESCHL/4'S CLASS RM
GROUP FITNESS STUDIO	ARC	CC TODDLER CLASS RM	CCC TODDLER CLASS RM

NEW LOCATION**DESCRIPTION OF LOCATION**

CC TRANS/2'S CLASS RM	CCC TRANS/2'S CLASS RM
CYBER LOUNGE	CYBER LOUNGE
DA ADVERTISING	DA ADVERTISING
DA BACKSHOP	DA BACKSHOP
DA COMPUTER EQUIPMENT	DA COMPUTER EQUIPMENT
DA DISPLAY RACKS	DA DISPLAY RACKS
DA EDITORIAL	DA EDITORIAL
DA PRODUCTION	DA PRODUCTION
DA SOFTWARE	DA SOFTWARE
DA STORAGE	DA STORAGE
IMPERIAL VLY CAMPUS	IMPERIAL VLY CAMPUS
KCR RADIO	KCR RADIO
M.B.A.C.	M.B.A.C.
MENS CREW	MENS CREW
OPEN AIR THEATER	OPEN AIR THEATER
PARKING LOT Q	PARKING LOT Q
PETERSON GYM	PETERSON GYM
PG ROOM 196	WEIGHT ROOM PG196
PIEFFER LOUNGE	PIEFFER LOUNGE
PG ROOM 180	RACQUETBALL COURTS
REC SPORTS	REC SPORTS
SCRIPPS COTTAGE	SCRIPPS COTTAGE
SDSU TENNIS CENTER	SDSU TENNIS CENTER
STUDENT ORG OFFICES	STUDENT ORG OFFICES