FA #_____

Fixed Asset Request Form - FY 2021/22 Budget

NOTE: Fixed assets are those items (even if purchased separately, are part of one unit) that have a useful life of more than one year and are valued at \$5,000 or more. Note: Office furniture, as an example, (panels, files, desktops, shelves etc) should be considered a fixed asset, if costing more than \$5,000, even if individual parts of the unit are less than \$5,000. Do not include vehicles on this form.

Department:	MCSO	Budget Unit:	0474	Org Code: _	WR
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Requested By:	Captain Tim Pearce				
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Item Description: Manufacture: Justification and Funding Source:		Quantity: Model#:		Cost: Quote So	ource:
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