

PROPERTY LOAN DOCUMENT

(Incoming Loan)
Stanford University (Borrower)

(PMO Generated Number)	2. Loan Period: From: _____ to _____	3. Inventory Report Date:	4. Page _____ of _____	
5. NAME-ADDRESS-PHONE NO. OF LENDER Contact Name: _____		6. NAME-ADDRESS-PHONE NO. OF (BORROWER) Stanford University Department Contact Name/PI: _____		
7. PURPOSE OF LOAN AND LOCATION WHERE PROPERTY WILL BE USED: 				
8. a. Reference/contractual b. If loaned for use on a current Agreement, enter agreement here: _____ c. Lender's Signature: _____ d. Restrictions (If Any) On Use: _____				
9. Item No.	10. SU.ID No.	11. Name/Description	12. Manufacturer	13. Yr. Mfg.
14. Serial No.	15. Acq. Cost if Fed Loan \$		16. Value of Equipment \$	17. Condition
18. Model No.		19. Dept. ID	<input type="checkbox"/> If more than one item is loaned, check here and attach a listing	

Please print or Type (except signature)

Approved: _____
Signature of Stanford Department Property Administrator Name Title Date

Approved: _____
Signature of Property Management Office Representative Name Title Date