UNIVERSITY OF COLORADO DENVER
Departmental Transfer of Capital Equipment
(For transfers of equipment between and within UCD departments)

<table>
<thead>
<tr>
<th>UCD TAG#</th>
<th>Transfer from Bldg.# / Room #</th>
<th>Transfer to Bldg.# / Room #</th>
<th>Description</th>
<th>Model Number</th>
<th>Serial Number</th>
<th>Health &amp; Safety Usage Code</th>
<th>Requires Fac Ops Review</th>
<th>HSD App</th>
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Note: Items that have been exposed to infectious materials, radioactive isotopes, hazardous chemicals, or contain refrigerant (Freon) or oil must be inspected and properly tagged by the Health and Safety Division. Please use the Health and Safety Codes listed below to assist with this process.

**Health and Safety Usage Certification Key:**

- **DD.** Item contains refrigerant, oil or other materials.
- **AA.** Item has been exposed to infectious materials.
- **BB.** Item has been exposed to radioactive isotopes.
- **CC.** Item has been exposed to hazardous chemicals.
- **EE.** Item contains asbestos.
- **FF.** Item has not been exposed to any of the above.

Equipment Coordinator:
(Releasing Department)

Print or type name of person releasing equipment

Signature

Telephone / Campus Box Nbr / Date of Transfer

Department

Equipment Coordinator:
(Gaining Department)

Print or type name of person gaining equipment

Signature

Telephone / Campus Box Nbr

Department

RETURN COMPLETED FORM TO: SPACE AND ASSET MANAGEMENT – CAMPUS BOX A005/129