

Property Acquisition Form PA-2 (Revised April 2012)

State Auditor's Office

Asset Type* ___Asset ___Vehicle

Department* _____

Asset/Inventory Number* ___ - _____

Barcode Number* _____ **Class Code*** _____

Manufacturer _____

Model _____ Model Year _____ Color _____

Serial Number/VIN Number _____

Description _____

Person Responsible* _____ **County*** _____

Building* _____ **Room*** _____

Location Notes _____

Additional Notes _____

Condition ___Good ___Fair ___Poor BS SubCode _____

Operational Unit _____ **Activity*** _____

Accounting/Acquisition Date* _____

Accounting/Acquisition Cost* _____

Accounting/Acquisition Method* ___Purchased ___Donated

 ___Other (please list) _____

Finance Object _____ Invoice # _____ PO # _____

Agency Fund _____ **State Fund*** _____

Vehicle Tag _____ Warranty Expiration Date _____

***Required Field**