Laboratory Instrument Transfer Template

Date of Transfer:		
Instrument Name:		
Model/Type:		
Serial Number:		
Asset/Inventory Number:		
Current Location:		
New Location:		
Transferred By:		
Received By:		
Instrument Details		
Accessory/Part	Condition	Remarks
Remarks / Notes		
Transferred By (Signature):		
Received By (Signature):		