



Trinity College Dublin

Coláiste na Tríonóide, Baile Átha Cliath

The University of Dublin

RECORD OF DISPOSALS (this should be used for all assets >€10k)

Department	
Asset Code	
Asset Name	
Asset Type	
Asset Comments	
Serial Number	
Supplier	
Sub Department	
Location	
Room	
Disposal Date	
Reason for Disposal	
Comments	
Cost of Asset	
Actual Book Value	
Selling Price and purchaser (if applicable)	
Method of Disposal (attach copy of receipt e.g. WEEE, scrappage etc.)	

Signed by Nominee: _____

Approved by: _____

Head of Faculty/School/Department/Administrative Area

Date: _____