

SAMPLE OF A OPTIONAL FORM 7, PROPERTY PASS

OPTIONAL FORM 7 SEPTEMBER 1988 PRESCRIBED BY GSA FPMR (41 CFR) 101-20.110		PROPERTY PASS		11. DATE ISSUED
This pass is to be used whenever property is removed from the building. It is to be properly filled in and signed and handed to the guard when leaving the building.				
2. NAME		3. BUILDING		
4. DESCRIPTION OF PROPERTY BEING REMOVED				
5. PROPERTY BELONGS TO		6. DEPARTMENT OR AGENCY		
7. SIGNATURE OF PERSON AUTHORIZING REMOVAL OF PROPERTY		8. TITLE		
		9. PASS GOOD UNTIL		
NSN 7540-00-634-4264				

SAMPLE OF A FORM AD-873, PROPERTY PASS

1. AGENCY CODE NO.	U.S. DEPARTMENT OF AGRICULTURE	2. PASS GOOD THIS DATE ONLY
3. PROPERTY PASS NO.	PROPERTY PASS PRINT ALL INFORMATION	4. LOG BOOK NO.
This pass is to be used whenever property is removed from the building. It is to be properly filled in and signed and handed to the guard when leaving the building.		
5. NAME OF PROPERTY HOLDER		6. BUILDING PROPERTY BEING REMOVED FROM
7. DESCRIPTION OF PROPERTY BEING REMOVED <i>(Include serial number if any)</i>		
8. REASON FOR REMOVAL		
9. PROPERTY BELONGS TO		11. PROPERTY STATUS <i>(Use X)</i>
10. SIGNATURE OF PERSON AUTHORIZING REMOVAL OF PROPERTY		<input type="checkbox"/> GOVERNMENT <input type="checkbox"/> PRIVATE <input type="checkbox"/> COMMERCIAL
		12. GOVERNMENT PROPERTY RETURN DATE
This form was electronically produced by Elite Federal Forms, Inc. Form AD-873 (6/83)		