



Department of Juvenile Justice
Property Information Worksheet (PIW)

Building/Contract #: \_\_\_\_\_

Org Code/EO: \_\_\_\_\_

Facility/Provider Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

Table with 9 columns: Property #, Description, Manufacturer, Model, Serial #, Acquisition Cost, Acquisition Date, Location Code, Condition. Multiple empty rows for data entry.

Authorized Signature: \_\_\_\_\_ Provider's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name and address to send tags to: Name \_\_\_\_\_ Address: \_\_\_\_\_
Please print Complete with zip code

I have applied tags and all information on this worksheet is correct: Signature \_\_\_\_\_
Return signed copy to Property Management Office