

UNITED STATES  
DEPARTMENT OF THE INTERIOR

**CERTIFICATE OF UNSERVICEABLE PROPERTY**

May only be used when property is unserviceable through fair wear and tear; there are no apparent property irregularities; no need to determine employee financial liability; no possible claims against the Government; firearms and weapons, ammunition, hazardous materials, controlled substances, explosives, or museum property are not included.

Page \_\_\_\_\_ of \_\_\_\_\_

Certificate No. \_\_\_\_\_

Date \_\_\_\_\_

A. Originating Office and Telephone No. <i>(include area code)</i>	Accountable Office and Location
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Identified Item(s) are:  Unserviceable     Obsolete     Other *(specify)*

**STATEMENT OF CIRCUMSTANCES INVOLVING THE IDENTIFIED PROPERTY MUST BE ATTACHED**

ITEM NO.	QUANTITY OR PROPERTY ID NO.	ITEM DESCRIPTION	ORIGINAL ACQUISITION COST (OAC)	CONDITION CODE <i>(See Reverse)</i>	ESTIMATED VALUE

**B. Recommended disposition (check one):**  Repair / Reutilization     Sale / Trade-in     Salvage     Scrap / Destruction     Abandon     Other *(specify)*:

To the best of my knowledge the attached statement of circumstances is correct and recommendations are in the best interest of the Government.

Signature of Cognizant Employee:	Date:	Signature of Custodial Officer:	Date:
Property Staff Recommendations:	Signature:	Date:	Signature of Accountable Officer:

**C. Reviewing Authority:**     Approved     Disapproved  
 Comments Attached

Signature: \_\_\_\_\_    Date: \_\_\_\_\_

**D. Certificate of destruction:** *I certify that the Item(s) No.(s) \_\_\_\_\_ listed above has been destroyed.*

Official Responsible for Destruction:	Title:	Signature:	Date:
Witness Name:	Title:	Signature:	Date:

E. Adjustment to property records (Property Official Signature):	Date Completed:	Financial Official (If Required):	Date Completed:
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