As President of ________________________________________________________________, a registered student organization at the University of Alabama, I understand the importance of safeguarding purchases made for us by the Financial Affairs Committee (FAC). I further understand, that it is my responsibility to pass these equipment items on to the next president of my organization for future use.

(Name) ___________________________________________________ Date _____________________

Signature: ___________________________________________________________________________

Items received:
______________________________________________
______________________________________________
______________________________________________
______________________________________________
______________________________________________

President’s contact information
(email & telephone number):
________________________________________
________________________________________
________________________________________
________________________________________

The above equipment items will be stored in the following secure location on the UA campus:
______________________________________________________________________________________________
______________________________________________________________________________________________

As Advisor to the above student organization, I agree to store, safeguard and pass along the above equipment to the president of subsequent years.

Advisor name: _________________________________ Phone number: ___________________

Email: _________________________________________________________________________

Signature: ______________________________________________________________________