Indiana University
System Asset Attestation Form

The purpose of this form is to inform Capital Asset Management of your intent to capitalize items purchased on separate purchase orders as a “system” asset.

Systems are defined as components that work together to perform one function. These components must be necessary for the system to function as a whole. Removal of any one component would result in the system not operating at the required capacity or for the intended purpose.

The below section is to be completed and signed by the organization representative.

Organization Name: ____________________________ Date: ______________

Purchase Order(s): ____________________________

Anticipated date asset will be placed in service (date asset first used): ____________________

Description of system asset to be capitalized:

__________________________________________________________________________

__________________________________________________________________________

__________________________________________________________________________

The equipment list and budget narrative have been reviewed and we have verified that the items on the equipment list meet the system asset criteria stated above. Therefore, I am certifying that the total cost of the system equipment to be capitalized meets the minimum capitalization threshold of $5,000 as defined by Indiana University policy.

Organization Representative (printed): ____________________________

Signature of Organization Representative: ____________________________

The below section is to be completed by Capital Asset Management.

Date ______________ Resolution: ____________________________

__________________________________________________________________________

Return to: Capital Asset Management, Poplars 437, Bloomington