EQUIPMENT INFORMATION FORM

GENERAL INFORMATION

EQUIPMENT: ________________________________
TAG/ SERIAL #: ________________________________
DESCRIPTION: ________________________________
STATUS: ________________________________
SHOP: ________________________________
PROPERTY: ________________________________
LOCATION: ________________________________
PURCHASE COST: ________________________________

ATTRIBUTES

Manufacturer: ________________________________
Model #: ________________________________
Serial #: ________________________________
Horsepower: ________________________________
Voltage: ________________________________
Amperage: ________________________________
Phase: ________________________________

WARRANTY INFORMATION

Start Date: ________________________________
End Date: ________________________________
Terms: ________________________________
Contractor #: ________________________________

INSTRUCTIONS: The items that are in Red "bold" in the gray boxes are REQUIRED. The items that are not in the gray boxes are optional. The Attributes and Warranty information are optional.

Note: If PM is to be preformed by another shop then fill out the "Add Shop PM" section in the "Managers Use Only" Box. If a your shop will also be conducting a PM then indicate that in the "PM Shop" section of the "Mangers Use Only" box located in the right hand corner of this form.