

LASER PRINTERS

To be covered by Maintenance Contract and Under Warranty
 July 1, 2013 to June 30, 2014

DEPARTMENT NAME _____

CONTACT NAME _____

COST CENTER SAP _____

PHONE _____

COST CENTER SAP _____

ALLOCATION % _____

COST CENTER SAP _____

ALLOCATION % _____

COST CENTER SAP _____

ALLOCATION % _____

SIGNATURE OF BUDGET UNIT ADMINISTRATOR _____

	Brand HP or Lexmark (not Dell or Xerox)	Model	Serial #	NKU Tag	BLDG/Room	W/Loaner	Warranty Expiration Date
	HP	4000N	USQA007193	46698	LA 618	NO	MM/DD/YEAR
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							

PLEASE MAKE MORE COPIES OF THIS SHEET, IF NECESSARY PAGE _____ OF _____

* PLEASE RETURN COMPLETED SHEET(S) VIA INTERCOMPANY MAIL TO ELI BAIRD IN PROCUREMENT SERVICES NO LATER THAN May 24th, 2013.