



DISPOSITION REQUEST FORM

For Account No. 4039

Complete and submit request form to SJO.apac@trescal.com. For all inquiries or follow-up, you may contact Trescal by emailing: SJO.apac@trescal.com. (Please Do Not send this request form again)

Name:

Phone:

Email:

Enter disposition number (below) in the Reason Column:

- 1- Damaged
- 2- Lost/Missing
- 3- Stolen
- 4- Incorrect Due Dates (enter correct Due Date in comments)
- 5- Do Not Own
- 6- Other (enter details in comments)

Equipment Disposition

Asset No.	Manufacturer	Model No.	Description	Reason

Comments