

Utah State University
INTENT TO CHANGE DPA

NEW DEPARTMENT PROPERTY ADMINISTRATOR (DPA)

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|-----------------|-----------|---------|
| DPA NAME | DPA PHONE | DPA FAX |
| DEPARTMENT NAME | EMAIL | UMC |

PRIOR DEPARTMENT PROPERTY ADMINISTRATOR INFORMATION

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|-----------------|-----------|---------|
| DPA NAME | DPA PHONE | DPA FAX |
| DEPARTMENT NAME | EMAIL | UMC |

To facilitate and expedite better communication about University assets that are owned/leased/loaned or provided through granting agencies, it is important to have one person that is a point of contact.

Please assign this task to someone who will be available and knowledgeable about all of the assets in your department, whether in administration, classroom or research areas.