



**NATIONAL INSTITUTES OF HEALTH  
GAITHERSBURG DISTRIBUTION CENTER  
16050 INDUSTRIAL DRIVE, GAITHERSBURG, MD 20877  
(301) 496-4247**



## IC Inventory Storage Sheet

IC PAO Name: \_\_\_\_\_ Phone #: \_\_\_\_\_ IC PCO Name: \_\_\_\_\_ Phone #: \_\_\_\_\_  
(Print and Signature) (Print and Signature)

IC: \_\_\_\_\_ C.A.N. #: \_\_\_\_\_ Date: \_\_\_\_\_ Total Number of Item(s) within container: \_\_\_\_\_ Est. Pick-up Date \_\_\_\_\_

Item Description	Serial Number:	Decal Number:	Other (Storage Loc, Container No)

Accountable User/POC Information: \_\_\_\_\_ Phone #: \_\_\_\_\_  
(IC, Print and Signature)

GDC Receiver's Information: \_\_\_\_\_ Date Stored: \_\_\_\_\_ Page \_\_\_\_ of \_\_\_\_  
(Print and Signature)

All assets stored over 1 year without extension approval by the PMB personnel will be considered abandoned and processed as excess property.