Asset Disposal Request Form

Streamline your asset management process with this **asset disposal request form sample** featuring an integrated approval workflow. Designed to ensure accountability and compliance, it simplifies the submission and review of disposal requests. Enhance operational efficiency by easily tracking approvals and maintaining accurate records.

Requestor Details

Name

Department

Date of Request

Asset Information

Asset Tag/ID

Asset Description

Acquisition Date

Reason for Disposal

Proposed Disposal Method

Select Method ▼

If Other, please specify

Approval Workflow

Role	Name	Date	Signature	Status
Line Manager				Pendin ▼
Finance				Pendin ▼

Asset Management				Pending ▾

Additional Notes/Comments

[Submit Disposal Request]