

**SELLER PROPERTY CERTIFICATION DATA**

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Purchase Order Number

A. **REPORT OF ACQUISITION OR FINAL INVENTORY OF PROPERTY**

When reporting new acquisitions or at the completion of the order, the Seller shall provide to the Contract Administrator a listing of Seller retained Government-Furnished Property, including special tooling; and Seller acquired or manufactured property that has been paid for under the purchase order. Specifically, the following must be provided for such property:

1. Identify whether this is a report of acquisition or a final physical inventory.
2. Seller's record number (number consecutively 1, 2, 3, etc.).
3. Item name.
4. Manufacturer.
5. Brief explanation of the function or use of the item.
6. Weight of the item.
7. Model or type (catalog number or style number).
8. Serial number.
9. Capacity of item listed.
10. Identify such dimensions as height, width, outer diameter, inner diameter, etc.
11. Describe material from which item is made including, if applicable, heat number and specifications.
12. Identify any descriptive electrical or mechanical characteristics such as volts, cycles, AC or DC, etc.
13. Indicate Bettis or Seller drawing number on which tool is to be used.
14. Identify Seller's assessment of the item's condition by using the following Condition Codes:

- 1 - Can be used immediately without modifications or repairs
- 4 - Shows some wear but does not need significant repair
- 7 - Is unusable in current condition but can be economically repaired
- X - Has value in excess of its basic material content but repair or rehabilitation is impractical and/or uneconomical
- S - Property which has no value except for its basic material content

- 15. Indicate whether or not the item is radiologically contaminated.
- 16. Identify the quantity of this item.
- 17. Identify the unit of measure of the item (e.g., each, foot, gross).
- 18. Identify the unit cost of the item, exclusive of transportation or installation.
- 19. Identify the date the Seller received the property.
- 20. If a property tag is affixed, identify its number. If none is affixed, Bettis will assign a property tag and return it to Seller to be affixed, if required.
- 21. Identify if the material is hazardous in accordance with OSHA or EPA regulations (if yes, provide a copy of the MSDS).
- 22. Identify if the material is classified as CONFIDENTIAL or NOFORN/U-NNPI.
- 23. Provide a certification that includes the following:

Seller's Record Nos. \_\_\_\_\_ are enclosed.

NOTE TO SELLER: If there is no residual property to be identified in Section A, then complete Section B and sign the certification.

**B. CERTIFICATION OF NON-POSSESSION OF RESIDUAL PROPERTY**

We hereby certify that work called for under the above Purchase Action has been completed and there is no residual property (including material, supplies & equipment) to be reported under this action. It is further certified that any property furnished by Bettis and/or Government for use on this action, or acquired by us for which reimbursement has been or will be made by the Government under the terms of the action, was consumed or expended during performance of work or was otherwise disposed of in accordance with instructions from Bettis.

**SELLER CERTIFICATION OF ACCURACY**

I hereby certify that the information provided on this form is accurate, complete and current and that I will comply with any Bettis provided property disposition instructions.

NAME	TITLE
SIGNATURE	DATE SIGNED

(THIS SPACE FOR BETTIS USE ONLY)

To the best of my knowledge, all Government Property on the subject order has been appropriately dispositioned in support of final order closeout.

\_\_\_\_\_  
Requisitioner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Contract Administrator

\_\_\_\_\_  
Date

\_\_\_\_\_  
P&IC

\_\_\_\_\_  
Date

cc: Contract Administrator  
Requisitioner  
P&IC