

Indiana University

Certificate of Substantial Completion for Moveable Fabrications

Fabrication assets are set up as construction in progress; and hence, the asset is not depreciated until the asset is placed in service. The purpose of this form is to notify Capital Asset Management of the completion status of fabricated assets. This form needs to be returned to Capital Asset Management for all fabrications with asset type code of 40000 no later than **May 15th** of the current fiscal year.

The below section is to be filled out and signed by organization representative.

Organization Name: _____ Asset Number: _____

Fabrication Description: _____

Definition substantial completion: When the construction of an asset is sufficiently complete so the Owner can utilize the work or designated portion thereof for the use for which it is intended.

Definition of date asset placed in service: The date the asset was first used for its intended purpose.

Please check which of the following statements is correct in regards to the above fabricated asset:

_____ I certify that the fabrication is substantially complete and is being used, or will be used, for its intended purpose within the current fiscal year. I understand that this fabrication will be moved from construction in progress to complete and that no additional expenditures will be posted to this fabrication after June 30th of the current fiscal year. I have reviewed the list of asset type codes which assigns the useful life of the asset and have selected _____ as the most appropriate for the fabrication. I will be required to tag the asset within 30 days. The (anticipated) date this asset was/(will be) placed in service is _____.

_____ I certify that the fabrication is still under construction and is not being used for its intended purpose. I also certify that the fabrication is not expected to be placed in service during the current fiscal year. The anticipated date this asset will be placed in service is _____.

Printed Name: _____ Date _____

Signature: _____

Return to: Theresa Cain, Capital Asset Management, Poplars 439, Bloomington

Comments: _____
