

# *Certificate of Substantial Completion for Moveable Fabrications*

Organization Name: \_\_\_\_\_ Date: \_\_\_\_\_

Fabrication Asset Number: \_\_\_\_\_ Fabrication Description: \_\_\_\_\_

Please review the fabrication asset to determine if the asset is substantially complete.

Definition of Date of Substantial Completion: The Date of Substantial Completion of the Work or designation portion thereof is the Date certified by the Principal Investigator when the construction is sufficiently complete, in accordance with the Award or Contract Documents, so the Owner can utilize the work or designated portion thereof for the use for which it is intended, as expressed in the Award or Contract Documents.

By assigning the substantial complete date you have communicated to the University Capital Asset Office that the asset is ready for its intended use and therefore ready to begin depreciation. Closing a fabrication will require an IU tag be attached to the asset.

If the asset will be placed into service before June 30 please close the fabrication.

Substantial Completion forms should be returned to the University Capital Asset office immediately but no later than **May 15** for assets placed in service during the current fiscal year.

## *Fabrication is substantially complete*

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Completion Date

The create date of the asset will be assigned using the Complete Date. Along with the assignment of the create date is the assignment of the asset type code. The asset type code is used to assign the useful life of the asset. Therefore the assignment of this code is very important. Please review the attached list and select the most appropriate asset type code.

\_\_\_\_\_  
Asset Type Code

## *Fabrication is still under construction*

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Estimated Substantial Completion  
Date

*Return to: Theresa Cain, Capital Asset Office, Poplars 439, Bloomington*