



***REMINDER* TDP – Transfer of Departmental Property**

This is a reminder that all transfers that have **NOT** been received by the Destination department will be cancelled during the Year-End process. Any outstanding TDP dated in FY22 will be cancelled in September (FY23). Please review any TDP you have created to make sure the Destination department has completed receiving. The assets on the document will not be removed from the source department if the receiving is not completed.

If you have any questions, please contact the AgriLife Property & Fleet Management Office at 979-314-0951 or jared.kotch@ag.tamu.edu.

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