



Print Form

Louisiana State University
 Office of Accounting Services
 Financial Accounting & Reporting
 204 Thomas Boyd Hall

REQUEST TO LEASE MOVABLE PROPERTY

AS856

Lease	OR	Lease-Purchase
Requestor		Email
Lease Term		
Item to be considered for lease		
Estimate of Total Lease Payments		Market Value of item, if purchased today
Likelihood of continued use beyond the lease term		
Justification of cost savings to the University to lease vs purchase		

Please attach any documentation – quotes, letters, emails, etc., that would assist with justification.

Routing and Approval Signatures – LSU		
Requestor	Printed Name	Date
Department Head	Printed Name	Date
Dean or Director	Printed Name	Date


