



Acceptance Protocol/ Proces-verbal de receptie

Number/Numar: Date/Data:

Newly acquired fixed asset/Mijloc fix nou Yes/Da _ No/Nu _

1. Fixed asset name/Denumire mijloc fix:
2. Tag number/Numar de inventar:
3. Fixed asset ID/Cod identificare US:
4. Reception date/Data receptiei:
5. Placed-in-service date/Data punerii in functiune:
6. Code from classification catalogue/Cod clasificare:
7. Purchasing price according to the invoice/Pret de cumparare conform facturii:
8. Transport/installation costs / Costuri de transport sau instalare:
9. Acquisition cost of the fixed asset/Cost de achizitie:
(it will be calculated by the accounting department)
10. Useful life/Durata de utilizare: years/ ani
(it will be filled out by the accounting department)
11. Supporting documents enclosed to the Acceptance Protocol/Documente justificative atasate:
 - Invoice number/Numar factura/ Date/Data:
 - Supplier name/Denumire furnizor:
 - Customs import declaration (DVI) number/ Date / Numar si data DVI:
 - Transport/Installation invoices / Facturi de transport/instalare:
 - Other documents/Alte documente:

12. Person who is receiving the asset/Persoana care receptioneaza activul fix:

Name/Nume: _____ Signature/Semnatura: _____

13. Person who is responsible for the asset management /Persoana care este responsabila cu gestionarea activului fix:

Name/Nume: _____ Signature/Semnatura: _____

Prepared by/Intocmit de: _____

Signature/Semnatura: _____