

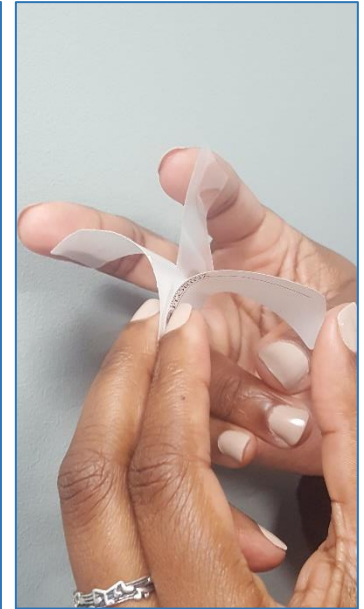
## APPLYING DECALS TO CAPITAL ASSETS AND ATTRACTIVE PROPERTY

Paragraph Text- Is there any additional information users need to know? If not, I can delete this part.

### THE DECAL

The decal you receive has three layers—the colored decal, a clear protective cover, and the label’s backing paper.

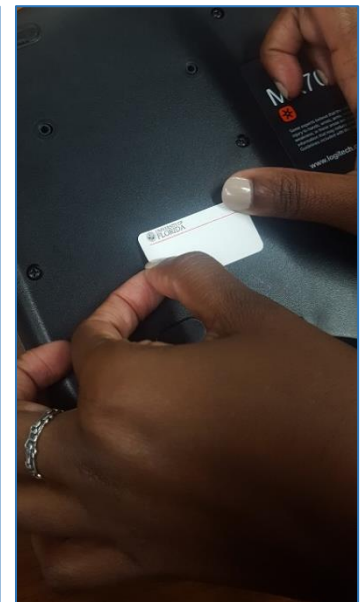
The decal is on top and the clear protective cover is stuck to the label paper.



### APPLICATION

First, peel the colored decal off the clear protective cover and apply it flush to the property.

- Make sure the label is visible and can be found and scanned during inventory.



Next, peel the clear protective cover off the label paper and align it with the decal.

- It can be hard to see and tricky to peel up from the paper, but it is there.



Cover the decal and press the protective layer to ensure it is stuck to the property.

- If the decal begins to peel off of the property, request a replacement decal in [myAssets](#).



## ADDITIONAL HELP

For further assistance, please e-mail [property@ufl.edu](mailto:property@ufl.edu), call Asset Management Services at 352-392-2556, or visit <http://www.fa.ufl.edu/departments/asset-management/>.