

<b>County of El Dorado Property Transfer Request</b>	
<input checked="" type="checkbox"/> <b>Surplus</b>	<input type="checkbox"/> <b>Trade-In</b>
<input type="checkbox"/> <b>Inter-Department Transfer</b>	
Transfer from index code:	Transfer to index code:
Department: Sheriff	Department:
Approved (Dept Head) <i>[Signature]</i> Date <i>3/30/20</i>	Approved (Dept Head) _____ Date _____
Specific location (address): 300 Fair Lane	
Where in facility?	
First contact person: Angelo Troquato	Phone: _____
Second contact person: Patrick Trevino	Phone: _____

Cty Tag #	Description	Serial/VIN #	Condition
Old 12476	Desk filing cabinet		Worn/old
	5' Desk x3 (main property office)		Old/Poor
	4x2 Desk		Old/Poor
	5x1 Desk		Old/Poor
	Overhead filing cabinets x4		Old/Poor
	Small portable filing cabinets x2		Old/Poor
	5x small metal locker (property main office)		Old/Poor
	2 large metal locker (property main office)		Old/Poor
	3 chair floor mats		Old/Poor
	Mini Fridge (evidence receiving)		Old/Poor
	Bulletin Board		Old/Poor
	18 small lockers (evidence receiving)		Fair
	4 large lockers (evidence receiving)		Fair
	Rubber floor mats		Fair
	Wood working table (evidence room 6)		Poor
	Grey office chair		Poor
	Brooms x3 (evidence room 6)		Good
	Small water heter		Old/Poor
	3x6 wood table (evidence room 10)		Old/Poor
	Emmerson TV		Old/Poor
	Hitachi VCR player		Old/Poor

Routing of PTR Form	N/A or Date
Sent to Auditor/Purchasing	<i>3/31/20</i>
Posted to Intranet	
Board Approval	
Pick-up by Contractor	
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<b>Remarks:</b>	
Auditor records updated by:	Date:

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Specific location (address): 300 Fair Lane	
Where in facility? Armory/CSI/FTO Hallways	
First contact person: Angelo Troquato	Phone: _____
Second contact person: Patrick Trevino	Phone: _____

Cty Tag #	Description	Serial/VIN #	Condition
	Ladder (evidence room 3)		Good
	Microwave		Old/Poor
	Desk top wooden shelving		Old/Poor
	Metal 5' shelf (evidence main)		Old/Poor
	Large wooden shelving (evidence room 11)		Old/Poor
	Wooden shelving (evidence room 13)		Old/Poor
	Wooden shelving (evidence room 9 & 3)		Old/Poor
	Erector set shelving 32 sets throughout building		Good
	Blue erector set shelving 10 sets throughout building		Good
	Metal and wooden shelving throughout the building		Old/Poor
	5x2 desk (armory/csi lab)		Old/Poor
	5x2 desk (CNT)		Old/Poor
	6' desk (FTO)		Old/Poor
	5' Metal desks x3 (investigations)		Old/Poor
	Office Chairs x13		Old/Poor
	Large whiteboard		Old/Poor
	Large wooden workbench		Old/poor
	workbench 2x4		Old/Poor
	metal stool		Old/Poor
	Wooden Bookshelves x2		Old/poor
	4x2 tables x2		Old/Poor

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Where in facility? _____	
First contact person: Angelo Troquato	Phone: _____
Second contact person: Patrick Trevino	Phone: _____

Cty Tag #	Description	Serial/VIN #	Condition
	Large plastic tables 8' x2		Good
	small corner table		Old/Poor
	metal storage cabinets x2 (explorers)		Old/Poor
	Large wooden table 8' (investigations)		Old/Poor
old 11745	filing cabinet (armory/csi lab)		Old/Poor
	5 drawer filing cabinets x16		Old/Poor
	Small sony tv		Old/poor
	Sony boombox		Old/poor
	Radio/boombox		Old/poor
	small Phillips tv		Old/poor
	HP monitor/tv		Old/Poor
	Magnabox tv		Old/poor
	Radio chargers		Old/poor
	RCA Stereo		Old/Poor
	Pioneer speakers		Old/poor
	Pioneer dvd/stereo w/speakers		Old/Poor
	Polaroid cameras x3		Old/Poor
	Label printer		Old/poor
	External CD burner		Old/poor

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Specific location (address): 300 Fair Lane, Placerville	
Where in facility? Front hallway rooms	
First contact person: Patrick Trevino	Phone: x5609
Second contact person:	Phone:

Cty Tag #	Description	Serial/VIN #	Condition
	Maroon office chairs - 9		Old/Worn
	Teal office chairs - 2		Ok
	Blue office chairs - 11		Ok
	Black office chairs - 3		Old/Worn
	Maroon public/stationary chairs - 5		Old/Worn
	Large 2 drawer cabinet - 3		Bad
	3 Shelf metal storage cabinet		Old
	2 drawer pedestal - 5		Old
	3.5 x 3.5 square tables - 4		Old
	Steelcase cubicle stations - 6		Obsolete
	3 Shelf metal storage cabinet		Good
	Bulletin Boards - 3		Good
	Whiteboards - 2		Good
	Wooden Shelving - 3		Old
	6'long x 2'deep wooden tables - 7		Old/Worn
	Plastic floor mat		Poor
6404 & 8088	5 drawer filing cabinets - 2		Old
	Row seating		Poor
	Microwave		Old

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