



<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: 3630300	Transfer to index code:
Department: Dept of Transportation	Department:
Approved (Dept Head) <i>[Signature]</i>	Approved (Dept Head)
Date <i>3/18/2020</i>	Date
Specific location (address): 2441 Headington Road Placerville CA 95667	
Where in facility? <i>Red Barn on Missouri Flat</i>	
First contact person: Ashley Johnson	Phone: (530) 642-4925
Second contact person: Stephanie Lisius	Phone: (530) 642-4969

Cty Tag #	Description	Serial/VIN #	Condition
1	3ft x 3 1/2 ft black bookcase		Poor
3	Corner Desk tops approx 3 ft x 3 ft		Poor
Dozen	Desk legs and parts		Poor
1	4 ft x 2 ft desk top		Poor
1	Table/desk 6 ft x 2 ft		Poor
1	keyboard tray		Poor
Dozen	L brackets for shelving		Poor
2	2 ft x 4 ft desk tops		Poor
1	Cubicle Wall missing window 3 ft x 3 ft		Poor
1	6 ft x 3ft desk top		Poor
2	5 ft desk shelves		Fair
1	Metal desk panel		Poor
2	2 ft x 6 ft desk top		Poor
5	4 drawer metal file cabinets		Poor
1	5 drawer metal file cabinet		Poor
2	Metal bookshelves 4 ft x 1 ft x 3 ft		Poor
1	Wooden Box		Fair
3	Office Chairs (Broken)		Poor
1	Plan Rack		Good
1	2 ft x 3 ft desk top		Poor
1	Large Desk locking file area to connect to panel wall		Poor

<u>Routing of PTR Form</u>	<u>N/A or Date</u>
Sent to Auditor/Purchasing	
Posted to Intranet	<i>3/18/20</i>
Board Approval	
Pick-up by Contractor	
Copy to Auditor	

<u>Remarks:</u>	
Auditor records updated by:	Date:

PRINT COMPLETED FORM ON WHITE PAPER AND SEND TO PROCUREMENT & CONTRACTS

<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: 3630300		Transfer to index code:	
Department: Dept of Transportation		Department:	
Approved (Dept Head) <i>[Signature]</i>	Date <i>3/18/2020</i>	Approved (Dept Head)	Date
Specific location (address): 2441 Headington Road Placerville CA 95667			
Where in facility? Red Barn on Missouri Flat			
First contact person: Ashley Johnson		Phone: (530) 642-4925	
Second contact person: Stephanie Lisius		Phone: (530) 642-4969	

Cty Tag #	Description	Serial/VIN #	Condition
7	2 ft x 5 1/2 ft cubicle walls		Poor
3	3 ft x 5 1/2 ft cubicle walls		Poor
5	4 ft x 5 1/2 ft cubicle walls		Poor
1	2 ft x 3 ft cubicle wall		Poor
8	4 ft x 4 1/2 ft cubicle walls		Poor
2	4 ft x 3 1/2 ft cubicle wall		Poor
4	2 ft x 4 ft cubicle panel window		Fair
1	2 ft x 2 1/2 ft cubicle panel window		Fair
6	1 ft x 3 1/2 ft cubicle panel window		Poor
5	2 1/2 ft x 4 ft desk top		Poor
6	desk florescent lights that connect under filing cabinet		Poor
2	Corner desk pieces 4 ft x 4 ft		Poor
9	Floating desk shelves 2 1/2 ft		Poor
3	Small desk locking file area to connect to panel walls		Poor
2	3 1/2 ft x 2 1/2 ft desk top		Poor

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<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>J. D.V.</i> Date <i>12/30/19</i>	Approved (Dept Head)      Date
Specific location (address): 330 Fair Lane, Placerville	
Where in facility? OES	
First contact person: Patrick Trevino x5609	Phone:
Second contact person:	Phone:

Cty Tag #	Description	Serial/VIN #	Condition
	15 Cubicle walls		Good
	4 Portable walls		Old/Fair
	Maxon 3'1/2 ft corner desk piece		Good
	Maxon 2'ft side desk		Good
	Maxon 4'ft panel		Good
	Maxon 5'ft panel		Good
	5 Drawer 4'9ft metal filing cabinet		Old
	Foldable fabric chairs w/wheels		Good
	2 - Overhead metal cubicle cabinets		Good
	Cubicle metal paper filing set		Good
	Overhead cubicle light		Good
	2'x2' Square table end		Good
	2 Drawer wide filing cabinet		Good
	6'x1'1/2 Long wooden table		Good
	2 Drawer cubicle drawers		Good
	3 Drawer cubicle drawers		Good
	2 Drawer metal filing cabinet		Good

<u>Routing of PTR Form</u>	<u>N/A or Date</u>
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Board Approval	
Pick-up by Contractor	
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<u>Remarks:</u>	
Auditor records updated by:	Date:

PRINT COMPLETED FORM ON WHITE PAPER AND SEND TO PROCUREMENT & CONTRACTS

**County of El Dorado  
Property Transfer Request**

**Surplus**                       **Trade-In**                       **Inter-Department Transfer**

Transfer from index code:	Transfer to index code:
Department: Sheriff	Department:
Approved (Dept Head) <i>[Signature]</i> Date <i>12/31/19</i>	Approved (Dept Head)                      Date

Specific location (address): 330 Fair Lane, Placerville

Where in facility? OES Room 2

First contact person: Patrick Trevino X5609                      Phone:

Second contact person:                      Phone:

Cty Tag #	Description	Serial/VIN #	Condition
	Maxon 5'1/2 ft bar top		Good
	Maxon large 4ft corner piece		Good
	Maxon small 2ft side piece		Good
	Maxon large 6ft desk piece		Good
	2 - Maxon medium 4'4 desk piece		Good
	3 - Small 3ft long 2'1/2 high metal shelves w/wood top		Good
	4 - Overhead metal cubicle cabinets		Good
	1 - Metal cubicle filing tray set		Good
	3 - Overhead metal cubicle shelves		Good
	Metal filing cabinet 2 drawers		Good
	Metal portable filing cabinet - 3 drawers		Good
	Leather office chair		Good
	Wooden wall clock		Good/Old
	10 Cubicle panels		Good

<u>Routing of PTR Form</u>	<u>N/A or Date</u>
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Board Approval	
Pick-up by Contractor	
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<b>Remarks:</b>
Auditor records updated by:                      Date:

**PRINT COMPLETED FORM ON WHITE PAPER AND SEND TO PROCUREMENT & CONTRACTS**



County of El Dorado Property Transfer Request			
<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>S. O.N.</i>		Approved (Dept Head)	
Date <i>12/30/19</i>		Date	
Specific location (address): 330 Fair Lane, Placerville			
Where in facility? OES - Room 3			
First contact person: Patrick Trevino X5609		Phone:	
Second contact person:		Phone:	

Cty Tag #	Description	Serial/VIN #	Condition
	3 - 3'1/2 corner piece		Good
	3 - 3' desk pieces		Good
	Chair floor mat		Poor
	3 - Metal overhead cubicle cabinet		Good
	Keyboard tray		Good
	IBM Keyboard		Old/Good
12164	2 drawer filing cabinet		Good
	9 - Teal cubicle wall pannels		Good
	4' desk piece		Good
	2 - Metal overhead cubicle shelf		Good
	3 - 3 drawer cubicle drawers		Good
	refrigerator/freezer combo		Fair/old
	3' corner, 2' side, 4' side cubicle set		Old/Poor
	5' Cubicle bar top		Good
13846	5 drawer filing cabinet		Good
15432	5 drawer filing cabinet		Good
	small 2 drawer filing cabinet		Good
	Wooden side table w/wheels 2'x1'1/2		Poor
	6 - plastic paper trays		Good

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Auditor records updated by: _____ Date: _____

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<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>J. D. Ni</i>	Date <i>12/30/19</i>	Approved (Dept Head)	Date

Specific location (address): 330 Fair Lane, Placerville

Where in facility? Dispatch

First contact person: Patrick Trevino X5609

Phone:

Second contact person:

Phone:

Cty Tag #	Description	Serial/VIN #	Condition
	VCR/DVD player combo		Old
	Xerox Work center XE60 Scanner		Poor
	Adler royal typewriter		Poor
	2 - Dell monitors w/ wall mount		Good
	Small Toshiba tv w/dvd player		Old
	RCA TV w/ wall mount		Old
	5 - large desk lamps		Fair
	2 - Office air filters		Poor
	Keyboard tray		Good
	Standing fan		Poor
	Maytag mounted microwave		Good
	Maytag refrigerator w/freezer		Good
	6' Large whiteboard		Fair/old
	Portable air filter		Poor
	2 - Coat racks		Poor
	Standing fan		Old/Broken
	Small wood table		Poor
	Medium sized metal hutch		Good
	6'1/2 Metal supply cabinet		Fair
	5'1/2 Metal supply cabinet		Fair

<u>Routing of PTR Form</u>	<u>N/A or Date</u>
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<u>Remarks:</u>
Auditor records updated by: _____ Date: _____

PRINT COMPLETED FORM ON WHITE PAPER AND SEND TO PROCUREMENT & CONTRACTS







**County of El Dorado**  
**Fixed Asset Inventory System**  
**Tag Number Report**

Tag	Dept / Index	Class / Loc Sub Class	Activity Code MoDaYr	Item	Description	CapLease	Dept N	Acquisition Cond Mo-Yr	Net Amount
29496	24 2400000	3 40148	C 06/30/2017	System Furn	WORKSTATION CANCELLA	<input type="checkbox"/>	243111	1 06 - 00	4,431.30
30796	24 2420200	4 40148	TT 06/30/2017	Workstation	SYSTEMS FURNITURE	<input type="checkbox"/>	242211	1 11 - 01	1,934.36
30797	24 2420200	4 40148	TT 06/30/2017	Workstation	SYSTEMS FURNITURE	<input type="checkbox"/>	242211	1 11 - 01	1,934.36
30798	24 2420200	4 40148	TT 06/30/2017	Workstation	SYSTEMS FURNITURE	<input type="checkbox"/>	242211	1 11 - 01	3,975.84
31385	24 2400000	3 40148	TT 06/30/2017	Workstation	BPI SYSTEMS FURNITURE	<input type="checkbox"/>	241110	1 04 - 02	5,448.19
31386	24 2420220	3 40148	TT 06/30/2017	Workstation	BPI SYSTEMS FURNITURE	<input type="checkbox"/>	241110	1 04 - 02	3,367.88
31387	24 2420220	3 40148	TT 06/30/2017	Workstation	BPI SYSTEMS FURNITURE	<input type="checkbox"/>	241110	1 04 - 02	3,367.88
31388	24 2420220	3 40148	TT 06/30/2017	Workstation	BPI SYSTEMS FURNITURE	<input type="checkbox"/>	241110	1 04 - 02	3,367.88
31389	24 2420220	3 40148	TT 06/30/2017	Workstation	BPI SYSTEMS FURNITURE	<input type="checkbox"/>	241110	1 04 - 02	3,367.88
31391	24 2420220	3 40148	TT 06/30/2017	Workstation	BPI SYSTEMS FURNITURE	<input type="checkbox"/>	241110	1 04 - 02	3,367.88
31392	24 2420220	3 40148	TT 06/30/2017	Workstation	BPI SYSTEMS FURNITURE	<input type="checkbox"/>	241110	1 04 - 02	3,367.88
31393	24 2420220	3 40148	TT 06/30/2017	Workstation	BPI SYSTEMS FURNITURE	<input type="checkbox"/>	241110	1 04 - 02	3,367.88
31394	24 2420220	3 40148	TT 06/30/2017	Workstation	BPI SYSTEMS FURNITURE	<input type="checkbox"/>	241110	1 04 - 02	3,367.88
31395	24 2400000	3 40148	TT 06/30/2017	Workstation	BPI SYSTEMS FURNITURE	<input type="checkbox"/>	241110	1 04 - 02	3,367.88
31397	24 2400000	3 40148	TT 06/30/2017	Workstation	BPI SYSTEMS FURNITURE	<input type="checkbox"/>	241110	1 04 - 02	3,367.89
31712	24 2400000	3 40148	TT 06/30/2017	Workstation	BPI SYSTEMS FURNITURE	<input type="checkbox"/>		1 08 - 02	1,628.77
31716	24 2400000	3 40148	TT 06/30/2017	Workstation	BPI SYSTEMS FURNITURE	<input type="checkbox"/>		1 08 - 02	1,628.77
31717	24 2400000	3 40148	TT 06/30/2017	Workstation	BPI SYSTEMS FURNITURE	<input type="checkbox"/>		1 08 - 02	1,628.77
31718	24 2400000	3 40148	TT 06/30/2017	Workstation	BPI SYSTEMS FURNITURE	<input type="checkbox"/>		1 08 - 02	1,628.77
31719	24 2400000	3 40148	TT 06/30/2017	Workstation	BPI SYSTEMS FURNITURE	<input type="checkbox"/>		1 08 - 02	1,628.76
33500	24 2420220	1 40148	A 01/04/2005	Workstation	BASIK 2DP 90 DISPATCH WORKSTATION	<input type="checkbox"/>		1 01 - 05	19,331.82
101043	24 2400000	200 40148	C 06/30/2017	System Furn	SYSTEMS FURNITURE	<input type="checkbox"/>		EDH 0 10 - 06	5,740.14
101044	24 2400000	200 40148	C 06/30/2017	System Furn	SYSTEMS FURNITURE	<input type="checkbox"/>		EDH 0 10 - 06	5,740.15
101045	24 2400000	200 40148	C 06/30/2017	System Furn	SYSTEMS FURNITURE	<input type="checkbox"/>		EDH 0 10 - 06	5,740.15
101046	24 2400000	200 40148	C 06/30/2017	System Furn	SYSTEMS FURNITURE	<input type="checkbox"/>		EDH 0 10 - 06	5,740.14
102069	24 2410125	3 40148	TT 06/30/2017	Workstation	MAXON SYSTEMS FURNITURE	<input type="checkbox"/>		1 03 - 08	6,891.63
102070	24 2410125	3 40148	TT 06/30/2017	Workstation	MAXON SYSTEMS FURNITURE	<input type="checkbox"/>		1 03 - 08	6,891.64
102071	24 2410125	3 40148	TT 06/30/2017	Workstation	MAXON SYSTEMS FURNITURE	<input type="checkbox"/>		1 03 - 08	6,891.64
102072	24 2410125	3 40148	TT 06/30/2017	Workstation	MAXON SYSTEMS FURNITURE	<input type="checkbox"/>		1 03 - 08	6,891.64
102073	24 2410125	3 40148	TT 06/30/2017	Workstation	MAXON SYSTEMS FURNITURE	<input type="checkbox"/>		1 03 - 08	6,891.64
102074	24 2410125	3 40148	TT 06/30/2017	Workstation	MAXON SYSTEMS FURNITURE	<input type="checkbox"/>		1 03 - 08	6,891.64
102075	24 2410125	3 40148	TT 06/30/2017	Workstation	MAXON SYSTEMS FURNITURE	<input type="checkbox"/>		1 03 - 08	6,891.64
102076	24 2410125	3 40148	TT 06/30/2017	Workstation	MAXON SYSTEMS FURNITURE	<input type="checkbox"/>		1 03 - 08	6,891.64
102128	24 2410125	3 40148	TT 06/30/2017	Workstation	MAXON SYSTEMS FURNITURE	<input type="checkbox"/>		1 04 - 08	4,280.17

*County of El Dorado  
Fixed Asset Inventory System  
Tag Number Report*

*Run Date Sep 23, 2019  
Activity Dates 01/01/1945 to 09/23/2019*

Tag	Dept / Index	Loc	Class / Sub Class	Activity Code	MoDaYr	Item	Description	CapLease	Dept N	Acquisition Cond	Mo-Yr	Net Amount
102129	24	2410125	3	40148	TT	06/30/2017	Workstation	<input type="checkbox"/>		1	04 - 08	4,280.17
102130	24	2410125	3	40148	TT	06/30/2017	Workstation	<input type="checkbox"/>		1	04 - 08	4,280.17
102131	24	2410125	3	40148	TT	06/30/2017	Workstation	<input type="checkbox"/>		1	04 - 08	4,280.17
102132	24	2410125	3	40148	TT	06/30/2017	Workstation	<input type="checkbox"/>		1	04 - 08	4,280.17
102133	24	2410125	3	40148	TT	06/30/2017	Workstation	<input type="checkbox"/>		1	04 - 08	4,280.17
102134	24	2410125	3	40148	TT	06/30/2017	Workstation	<input type="checkbox"/>		1	04 - 08	4,280.17
102135	24	2410125	3	40148	TT	06/30/2017	Workstation	<input type="checkbox"/>		1	04 - 08	4,280.17
102136	24	2410125	3	40148	TT	06/30/2017	Workstation	<input type="checkbox"/>		1	04 - 08	4,280.17
102137	24	2410125	3	40148	TT	06/30/2017	Workstation	<input type="checkbox"/>		1	04 - 08	4,280.17
102138	24	2410125	3	40148	TT	06/30/2017	Workstation	<input type="checkbox"/>		1	04 - 08	4,280.17
102139	24	2410125	3	40148	TT	06/30/2017	Workstation	<input type="checkbox"/>		1	04 - 08	4,280.17
102140	24	2410125	3	40148	TT	06/30/2017	Workstation	<input type="checkbox"/>		1	04 - 08	4,280.17
102141	24	2410125	3	40148	TT	06/30/2017	Workstation	<input type="checkbox"/>		1	04 - 08	4,280.17
108455	24	2420200	1	40148	A	04/13/2016	Workstation	<input type="checkbox"/>		1	04 - 16	0.00
							<b>Item Count:</b>	48			<b>Repot Total</b>	<b>216,894.59</b>
											Donated	0.00
											<b>Grand Total</b>	<b>216,894.59</b>
										Minor Equip	3,692.00	

Report Parameters: All Tags; All Funds; Index Codes from 2400000 to 2430350; Class Codes from 401 to 401; Class Sub/s 40138 or 40144 or 40148; All Location Codes;

**County of El Dorado**  
**Fixed Asset Inventory System**  
**Tag Number Report**

Tag	Dept / Index	Class / Loc Sub Class	Activity Code MoDaYr	Item	Description	CapLease	Dept N	Acquisition Cond Mo-Yr	Net Amount
29052	24	2400000	3	40110 A	08/09/1999 Workstation	<input type="checkbox"/>	242115	1 08 - 99	2,935.43
30261	24	2400000	3	40110 A	06/30/2001 System Furn	<input type="checkbox"/>	241310	1 06 - 01	2,095.13
30262	24	2400000	3	40110 A	06/30/2001 System Furn	<input type="checkbox"/>	241310	1 06 - 01	1,537.43
30263	24	2400000	3	40110 A	06/30/2001 System Furn	<input type="checkbox"/>	241310	1 06 - 01	1,537.43
30264	24	2400000	3	40110 A	06/30/2001 System Furn	<input type="checkbox"/>	241310	1 06 - 01	2,659.00
30265	24	2400000	3	40110 A	06/30/2001 System Furn	<input type="checkbox"/>	241310	1 06 - 01	2,659.00
30266	24	2400000	3	40110 A	06/30/2001 System Furn	<input type="checkbox"/>	241310	1 06 - 01	2,659.00
30267	24	2400000	3	40110 A	06/30/2001 System Furn	<input type="checkbox"/>	241310	1 06 - 01	2,659.00
30268	24	2400000	3	40110 A	06/30/2001 System Furn	<input type="checkbox"/>	241310	1 06 - 01	2,659.00
30269	24	2400000	3	40110 A	06/30/2001 System Furn	<input type="checkbox"/>	241310	1 06 - 01	2,659.00
30270	24	2400000	3	40110 A	06/30/2001 System Furn	<input type="checkbox"/>	241310	1 06 - 01	2,659.00
30271	24	2400000	3	40110 CA	02/26/2009 System Furn	<input type="checkbox"/>	242111	1 03 - 01	4,855.25
30272	24	2400000	3	40110 CA	02/26/2009 System Furn	<input type="checkbox"/>	242111	1 03 - 01	4,855.25
30273	24	2400000	3	40110 CA	02/26/2009 System Furn	<input type="checkbox"/>	242111	1 03 - 01	4,855.25
30274	24	2400000	3	40110 CA	02/26/2009 System Furn	<input type="checkbox"/>	242111	1 03 - 01	4,855.25
30275	24	2400000	3	40110 CA	02/26/2009 System Furn	<input type="checkbox"/>	242111	1 03 - 01	4,855.25
30276	24	2400000	3	40110 CA	02/26/2009 System Furn	<input type="checkbox"/>	242111	1 03 - 01	4,855.25
30277	24	2400000	3	40110 CA	02/26/2009 System Furn	<input type="checkbox"/>	242111	1 03 - 01	4,855.24
30278	24	2400000	3	40110 CA	02/26/2009 System Furn	<input type="checkbox"/>	242111	1 03 - 01	4,855.24
30279	24	2400000	3	40110 CA	02/26/2009 System Furn	<input type="checkbox"/>	242111	1 03 - 01	4,855.24
30280	24	2400000	3	40110 CA	02/26/2009 System Furn	<input type="checkbox"/>	242111	1 03 - 01	4,855.24
30281	24	2400000	3	40110 CA	02/26/2009 System Furn	<input type="checkbox"/>	242111	1 03 - 01	4,855.24
30282	24	2400000	3	40110 CA	02/26/2009 System Furn	<input type="checkbox"/>	242111	1 03 - 01	4,855.24
30283	24	2400000	3	40110 CA	02/26/2009 System Furn	<input type="checkbox"/>	242111	1 03 - 01	4,855.24
30284	24	2400000	3	40110 CA	02/26/2009 System Furn	<input type="checkbox"/>	242111	1 03 - 01	4,855.24
30285	24	2400000	3	40110 CA	02/26/2009 System Furn	<input type="checkbox"/>	242111	1 03 - 01	4,855.24
30286	24	2400000	3	40110 CA	02/26/2009 System Furn	<input type="checkbox"/>	242111	1 03 - 01	4,855.25
30287	24	2400000	3	40110 CA	02/26/2009 System Furn	<input type="checkbox"/>	242111	1 03 - 01	4,855.25
30288	24	2400000	3	40110 CA	02/26/2009 System Furn	<input type="checkbox"/>	242111	1 03 - 01	4,855.25
30289	24	2400000	3	40110 CA	02/26/2009 System Furn	<input type="checkbox"/>	242111	1 03 - 01	4,855.25
30290	24	2400000	3	40110 CA	02/26/2009 System Furn	<input type="checkbox"/>	242111	1 03 - 01	4,855.25
30291	24	2400000	3	40110 CA	02/26/2009 System Furn	<input type="checkbox"/>	242111	1 03 - 01	4,855.25

**County of El Dorado  
Fixed Asset Inventory System  
Tag Number Report**

Run Date Mar 05, 2020  
Activity Dates 01/01/1945 to 03/05/2020

Tag	Dept / Index	Class / Loc Sub Class	Activity Code MoDaYr	Item	Description	CapLease	Dept N	Acquisition Cond Mo-Yr	Net Amount
					<i>Item Count:</i>	32			<i>Repot Total</i>
									128,678.58
									Donated 0.00
									<b>Grand Total 128,678.58</b>
								Minor Equip 0.00	

Report Parameters: All Tags; All Funds; Index Codes from 2400000 to 2430350; Class Codes from 401 to 401; Class Codes from 40110 to 40110; All Location Codes;