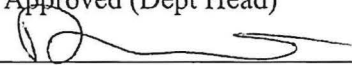


County of El Dorado Property Transfer Request			
<input checked="" type="checkbox"/> Surplus		<input type="checkbox"/> Trade-In	
<input type="checkbox"/> Inter-Department Transfer			
Transfer from index code: <i>242121</i>		Transfer to index code:	
Department: <i>Patrol</i>		Department:	
Approved (Dept Head)	Date	Approved (Dept Head)	Date
	<i>7-27-17</i>		

Specific location (address): *300 Fern Lane*

Where in facility? *ASD Office*

First contact person: *Stacy Wells* Phone: *x 6640*

Second contact person: *Sgt. Pukley* Phone: *x 4572*

Cty Tag #	Description	Serial/VIN #	Condition
<i>N/A</i>	<i>GPS</i>	<i>2HT075221</i>	<i>Broken</i>
}	<i>GPS</i>	<i>2HT0752667</i>	<i>"</i>
	<i>GPS</i>	<i>2HT792207</i>	<i>"</i>
	<i>GPS</i>	<i>2HT075201</i>	<i>"</i>
	<i>GPS</i>	<i>2HT075606</i>	<i>"</i>
	<i>GPS</i>	<i>2HT075215</i>	<i>"</i>
	<i>PAS # 30866</i>	<i>30866</i>	<i>"</i>
	<i>PAS # 66223</i>	<i>66223</i>	<i>"</i>
	<i>PAS # 025894</i>	<i>025894</i>	<i>"</i>
	<i>PAS # 052281</i>	<i>052281</i>	<i>"</i>
	<i>N/A</i>	<i>INTOXIMETER # 018762</i>	<i>018926</i>

Routing of PTR Form	N/A or Date	Remarks:
Sent to Auditor/Purchasing	<i>7/27/17</i>	
Posted to Intranet	<i>8/15/17</i>	
Board Approval		
Pick-up by Contractor		
Copy to Auditor		
		Auditor records updated by: _____ Date: _____

Do not separate form. All parts of form are to be submitted as follows: Surplus only – to Purchasing, Inter-Department transfers – to Auditor
 When processing is complete, form will be separated and distributed as follows: White-Auditor, Yellow-To Dept., Copy-From Dept., Copy-Purchasing

County of El Dorado
Property Transfer Request

Surplus

Inter-Department Transfer

Transfer from index code: 280000

Transfer to index code:

Department: Recorder Clerk

Department:

Approved (Dept Head) Date

Approved (Dept Head) Date

William E. Selt
by Jane Kohlstedt as R.C.

Specific location (address): 360 Fairlane Bldg B Placerville

Where in facility? Recorder Clerk

First contact person: Cynthia Stupek

Phone: 530 621 6592

Second contact person: Jane Kohlstedt

Phone: 530 621 5493

Cty Tag #	Description	Serial/VIN #	Condition
Q	1- HP DESKJET 3000 PRINTER	CN17125HJB	GOOD
	2- HP INK CARTRIDGES 61XL	Q	New
	2- Monitor Mount Copy Holders	Q	New
	1- "SORT-ALL" SORTER	Q	New
	3- Large Heavy Duty TAPE Dispensers	Q	GOOD
	1- 3hole punch	Q	GOOD
	9- Rolls of Premium Grade Filament TAPE		New
	1- POSTAGE SCALE MODEL PE5R S/N 1000000565		FAIR
	4- PACKAGES Avery File LABELS #05202		New
	8- 9 1/2 x 14 3/4 EXPANDABLE File Pockets		New
	1- Steelcase maue OFFICE CHAIR		POOR
	2- Green metal CHAIRS		POOR
	1- High Counter Stool - Black		GOOD
	1- H. P. PRINTER Deskjet 5650 S/N MYSCE5P1WB		GOOD
	1- AWROR TAPE CALCULATOR - 2color S/N 2100590		GOOD
	1- Brown wooden COAT RACK		FAIR
17997	1- Yellow METAL DESK		FAIR
	1- Key BOARD TRAY		Fair
	2- Brooms		Poor
	1- Wooden Stool		FAIR
	4 - Dell Desktop Monitors	MX05R1084760528ED695 K605R1084760228662195 CN0Y134714876E	FAIR FAIR OLD
	1- Paper cutter		

Routing of PTR Form	N/A or Date
Sent to Auditor/Purchasing	8/4/17
Posted to Intranet	8/15/17
Board Approval	
Pick-up by Contractor	
Copy to Auditor	

Remarks:
Auditor records updated by: _____ Date: _____

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