













**County of El Dorado  
Property Transfer Request**

**Surplus**  **Inter-Department Transfer**

Transfer from index code:	Transfer to index code:
Department: Library	Department:
Approved (Dept Head) <i>[Signature]</i> Date <i>7/2/2015</i>	Approved (Dept Head) Date

Specific location (address): 345 Fair Lane Placerville CA 95667

Where in facility? Back of the building, inside hallway

First contact person: David Taylor Phone: 621-5951

Second contact person: Deborah Raiche Phone: 621-5154

Cty Tag #	Description	Serial/VIN #	Condition
30103	HP LASERJET 2100M PRINTER	SNUSGN035430	BAD
33460	DELL OPTIPLEX GX280	CV52J61	NO HD
33463	DELL OPTIPLEX GX280	5W52J61	NO HD
102146	HP LASERJET 2600 COLOR PRINTER	CNGC6860KB	BAD
33509	DELL INSPIRON 8600 LAPTOP	CXWJS61	NO HD
34008	DELL INSPIRON 6000	2ZVQK81	NO HD
27024	SMART UPS POWER SUPPLY	WS9713637548	NO BATTERY
GREEN	(8) VARIOUS UPS POWER SUPPLIES	MULTIPLE	NO BATTERY
GREEN	(5) STAR SP200 IMPACT RECEIPT PRINTERS	MULTIPLE	OK
NONE	GATEWAY W323-UI1 LAPTOP	N636391029364	NO HD
13105	YELLOW 4 DRAWER FILING CABINET	NONE	GOOD
34025	DELL OPTIPLEX GX620	6Z8ZM81	BAD, NO HD
NONE	(2) YELLOW DESK EXTENSIONS	NONE	OK
NONE	WOODEN BOOK CASE (30"Wx35"Dx40"H)	NONE	OK

Routing of PTR Form	N/A or Date
Sent to Auditor/Purchasing	<i>7/6/15</i>
Posted to Intranet	
Board Approval	
Pick-up by Contractor	
Copy to Auditor	

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













