

**COUNTY OF EL DORADO  
PROPERTY TRANSFER REQUEST**

SURPLUS       INTERDEPARTMENT      POSTED TO EDCNET   n/a  

TRANSFER FROM (INDEX CODE) <p align="center" style="font-size: 1.2em;">531307</p>	TRANSFER TO (INDEX CODE) <p align="center" style="font-size: 1.2em;">UNITED Outreach of EL DORADO COUNTY</p>
DEPARTMENT: <p style="font-size: 1.2em;">HUMAN SERVICES (PLACERVILLE)</p>	DEPARTMENT: <p style="font-size: 1.2em;">DONATION (see ATTACH).</p>
APPROVED (DEPT HEAD)      DATE <p style="font-size: 1.2em;"><i>John Stinson</i>      7/2/07</p>	APPROVED (DEPT HEAD)      DATE

SPECIFIC LOCATION (ADDRESS): \_\_\_\_\_

Where in Facility? \_\_\_\_\_

FIRST CONTACT PERSON: Miguel Miranda      PHONE: 621-6136

SECOND CONTACT PERSON: Star Walker      PHONE: 621-6255

COUNTY TAG #	DESCRIPTION	SERIAL/VIN #	CONDITION
N/A	50-CHAIRS	CS539	Good
N/A	16- Round Tables	CS 876	Good
N/A	8-wood chair blue	CS591-95, CS597-599	Good
N/A	OAK end table	CS519	Good
N/A	Brown row 3 chair	CS585	Good
N/A	2-2 tier end tables	CS584 - N/A	Good
N/A	3- row 2 chairs	2 yellow - 1 blue	Good
N/A	Metal chair yellow	N/A	Good. -

PURCHASING USE ONLY	DATE
PICKUP BY CENTRAL SERVICES	<u>  n/a  </u>
BOARD APPROVAL	
PICKUP BY AUCTIONEER	<u>  n/a  </u>
COPY TO AUDITOR	

REMARKS: _____
AUDITOR RECORDS UPDATED BY: _____
DATE: _____
<b>ALL PARTS OF FORM GO TO PROCUREMENT AND CONTRACTS AT START OF PROCESS. UPON COMPLETION COPIES WILL BE DISTRIBUTED.</b>
WHITE (AUDITOR)      YELLOW (TO DEPT) PINK (FROM DEPT)      GOLD (PURCHASING)