№ 24 -- 5305

County of El Dorado
Property Transfer Request

☑ **Surplus** ☐ **Inter-Department Transfer**

Transfer from index code: 241110	Transfer to index code:
Department: Sheriff	Department: Surplus
Approved (Dept Head) Date 8/8/12	Approved (Dept Head) Date

Specific location (address): 300 Fair Lane, Placerville, CA 95667

Where in facility? Armory

First contact person: Sherry Bahlman Phone: 621-5690

Second contact person: Laura Lyons Phone: 621-6529

Cty Tag #	Description	Serial/VIN #	Condition
990416	Glock 22	DRT561	Good

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

Remarks: Sgt. Morton is retiring and would like to purchase his duty weapon. After Board of Supervisors declares this weapon surplus, employee will submit replacement cost to Sheriff, the weapon will be taken out of El Dorado County's name and registered in the employees name.

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., Pink-From Dept., Gold-Purchasing

To surplus 8-9-12