

SPECIFIC LOCATION (ADDRESS): 395 Spring $5^{2}$.
Where in Facility? $D A P$ Basement
FIRST CONTACT PERSON: Levin U2ilsoni PHONE: 330
SECOND CONTACT PERSON: Tmhlston PHONE:_6144


| PURCHASNG USE ONLY | DATE |
| :--- | :--- |
| PICKUP BY <br> CENTRAL SERVICES |  |
| BOARD APPROVAL |  |
| PICKUP BY <br> AUCTIONEER |  |
| COPY TO AUDITOR |  |

REMARKS: $\square$
AUDITOR RECORDS UPDATED BY: $\qquad$ DATE: $\qquad$
ALL PARTS OF FORM GO TO PROCUREMENT AND CONTRACTS AT START OF PROCESS. UPON COMPLETION COPIES WILL BE DISTRIBUTED.

WHITE (AUDITOR)
YELLOW (TO DEPT)
PINK (FROM DEPT) GOLD (PURCHASING)


SPECIFIC LOCATION (ADDRESS): 3057 Brim Ad A
Where in Facility? $\qquad$ Patio
FIRST CONTACT PERSON:_ Jill Rubin_ 7303 SECOND CONTACT PERSON: Dianne faifokek_ PHONE: 7179


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| :--- | :--- |
| PINK (FROM DEPT) | GOLD (PURCHASING) |



## SPECIFIC LOCATION (ADDRESS): China Garden Road, Radio Shop

Where in Facility? Storage
FIRST CONTACT PERSON: Sherry Bahlman PHONE: 5690
SECOND CONTACT PERSON: Nelson Padang PHONE: 6036


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SPECIFIC LOCATION (ADDRESS): $\qquad$
Where in Facility? $\qquad$ Phone: $\frac{6216036}{6424990}$
FIRST CONTACT PERSON: NELSON SADANG $\qquad$ sECond Contact person: $\qquad$ RADIO SHOP phone: 6424990


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YELLOW (TO DEPT)

| WHITE (AUDITOR) |  |
| :--- | :--- |
| PINK (FROM DEPT) | GOLD (PURCHASING) |



SPECIFIC LOCATION (ADDRESS): 2850 FAIRLANE CT BLDG Where in Facility? PLANNISE $G$ - cubicle across from Mel P./ harl way FIRST CONTACT PERSON:_ Char Tim PHONE: 5351 second contact person: Roger Trout PHONE: $\quad 5369$


| PURCHASING USE ONLY |  |  | DATE |
| :--- | :--- | :---: | :---: |
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| BOARD APPROVAL |  |  |  |
| PICKUP BY |  |  |  |
| AUCTIONEER |  |  |  |
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| REMARKS: |  |
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| WHITE (AUDITOR) |  |
|  | PINK (FROM DEPT) |



SPECIFIC LOCATION (ADDRESS): 360 FairlLane, Bldg B, vile where in Facility? Rock Room
first contact person: Kelly Govannoni PHONE:

Ex+ 5421 PHONE: EXt 5458


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| :--- | :--- |
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| WHITE (AUDITOR) | YELLOW (TO DEPT) |
| :--- | :--- |
| PINK (FROM DEPT) | GOLD (PURCHASING) |


| COUNTY OF EL DORADOPROPERTY TRANSFER REQUEST ELDORAD. C. COUSTY |  |
| :---: | :---: |
| SURPLUS | INTER-DEPARTMENT |
| $\begin{aligned} & \text { TRANSFER FROM (INDEX CODE) } \\ & 241110 \end{aligned}$ | TRANSFER TO (INDEX CODE) |
| DEPARTMENT <br> Sheriff | DEPARTMENT: <br> Surplus |
| APPROVED (DEPT HEAD) $3 / 21 / 12$ | APPROVED (DEPT HEAD) DATE |

SPECIFIC LOCATION (ADDRESS): $\quad 300$ Fair Lane, Placerville, CA 95667
Where in Facility? Annex/Finance/Closet by Kitchen

| FIRST CONTACT PERSON: | Sherry Bahlman | PHONE: 5690 |  |
| :--- | :--- | :--- | :--- |
| SECOND CONTACT PERSON: | Yvonne Gutenberger | PHONE: | 5657 |


| COUNTY TAG \# | DESCRIPTION | SERIAL/VIN \# | CONDITION |
| :---: | :---: | :---: | :---: |
| None | Kenmore Microwave Oven | 710 KM 00170 | Broken and not working |
| None | Sanyo Microwave | Q5771331 | Broken. |
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| PURCHASING <br> USE ONLY | DATE |
| :--- | :---: |
| PICK UP BY <br> CENTRAL SERVICES |  |
| BOARD APPROVAL |  |
| PICK UP BY |  |
| AUCTIONEER |  |
| COPY TO AUDITOR |  |


| REMARKS: |  |
| :--- | :--- |
|  |  |
| AUDITOR RECORDS UPDATED BY: |  |
| DATE: |  |
| ALL PARTS OF FORM ARE TO BE SUBMITTED AS FOLLOWS: <br> SURPLUS ONLY - PURCHASING \& CONTRACTS <br> INTER-DEPARTMENT TRANSFERS - AUDITOR'S OFFICE <br> WHITE (AUDITOR) <br> PINK (FROM DEPT)$\quad$ GELLOW (TO DEPT) (PURCHASING) |  |




## County of EI Dorado Property Transfer Request

(7) Surplus

Inter-Department Transfer

| Transfer from index code: 306200 |  | Transfer to index code: |  |
| :--- | ---: | :--- | :--- |
| Department: Transportation | Department: |  |  |
| Approyed (Dept Head) | Date | Approved (Dept Head) |  |
| Kurbuluy Allen | $3 / 30 / 12$ |  | Date |

Specific location (address): 2441 Headington Rd., Placerville
Where in facility? Shop

| First contact person: Julianne Melchor | Phone: 621-5910 | Phone: $621-4900$ |
| :--- | :--- | :--- |
| Second contact person: Kent Taylor |  | $=$ |


| Cry Tag \# | Description | Serial/VIN \# | Condition |
| :--- | :--- | :--- | :--- |
| None | Pogo wacker/compactor | 499801209 | Poor |
| None | Hot air lance | NA | Poor |
| None | 5 5-drawer metal fling cabinets, legal size | NA | Poor - Fair |
| None | 2 particle-board computer desks | NA | Poor |
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| Routing of PTR form | N/A or Date |
| :--- | :---: |
| Purchasing Pick-Up |  |
| Posted to Intranet |  |
| Board Approval |  |
| Pick-up by Contractor |  |
| Copy to Auditor |  |


| Remarks: |  |
| :--- | :--- |
|  |  |
|  |  |
|  |  |
| 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


SPECIFIC LOCATION (ADDRESS):

## -1/

Where in Facility?
first contact person: Julianne Melchor phone: $\times 5910$
second contact person: Kent Taylor phone: $x 4900$


| PURCHASING USE ONLY | DATE |
| :--- | :--- |
| PICKUP BY |  |
| CENTRAL SERVICES |  |$\quad$| BOARD APPROVAL |
| :--- |


| REMARKS: |  |  |
| :--- | :---: | :---: |
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| DATE: |  |  |
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| WHITE (AUDITOR) |  |  |
|  |  |  |
| PINK (FROM DEPT) |  |  |



SPECIFIC LOCATION (ADDRESS): $\qquad$
Where in Facility? $\qquad$
FIRST CONTACT PERSON: $\qquad$ Julianne Melchor PHONE: $x 5910$ second contact person: Kent Taylor

PHONE: $\quad \times 4900$


| PURCHASING USE ONLY |  |
| :--- | :--- |
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WHITE (AUDITOR)

YELLOW (TO DEPT)
PINK (FROM DEPT) GOLD (PURCHASING)



SPECIFIC LOCATION (ADDRESS): JPA Office, 480 Locust Read, DS, CA
Where in Facility? __._parking lot
first contact person: Marty tacket phone: 642-0622
second contact person: Richard Todd phone: 6505


| PURCHASING USE ONLY DATE |  |
| :--- | :--- |
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