

**COUNTY OF EL DORADO  
PROPERTY TRANSFER REQUEST**



**SURPLUS**



**INTERDEPARTMENT**

**POSTED TO EDCNET** \_\_\_\_\_

TRANSFER FROM (INDEX CODE)

145320

TRANSFER TO (INDEX CODE)

DEPARTMENT:

Gen Serv Fleet Mgmt

DEPARTMENT:

APPROVED (DEPT HEAD)

Laura A. Hill

DATE

7/18/07

APPROVED (DEPT HEAD)

DATE

SPECIFIC LOCATION (ADDRESS):

Fleet 2443 HEADINGTON Rd

Where in Facility?

Fleet Yard

FIRST CONTACT PERSON:

Bob Kelly

PHONE:

919-4920

SECOND CONTACT PERSON:

Tari Hill

PHONE:

X 4906

COUNTY TAG #	DESCRIPTION	SERIAL/VIN #	CONDITION
<u>See</u>	<u>Attached</u>		

**PURCHASING USE ONLY**

**DATE**

PICKUP BY  
CENTRAL SERVICES

BOARD APPROVAL

PICKUP BY  
AUCTIONEER

COPY TO AUDITOR

REMARKS:

AUDITOR RECORDS UPDATED BY: \_\_\_\_\_

DATE: \_\_\_\_\_

**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)