	N= XX 07	15
	of El Dorado	
	Transfer Request	
✓ Surplus	☐ Inter-Department Transfer	
Transfer from index code:	Transfer to index code:	
Department: HHSA	Department:	
Approved (Dept Head) Date	Approved (Dept Head)	Date
Cation Chandre the off 7/14/17		
Specific location (address): 935 Spring St		
Where in facility? PHF basement		
First contact person: Jill Rubin	Phone: 642-7303	
Second contact person: Amy Higdon	Phone: 642-4836	
Cty Tag # Description/Comments	Serial/VIN# Condit	ion
2- Legal file cabinets-no locks	Serial VIIV # Condition	1011
Aurora paper shredder	broken	
17727 5 drawer letter file cabinet - no lock	fair	
4 drawer letter file cabinet - no lock	fair	
meat slicer	unknown	
wrist restraints - corresponding beds already su	irplused poor	
Very Large 5 piece "U" executive desk	good	
2 drawer legal file cabinet - no lock	fair	
3 drawer letter file cabinet - non working lock	fair	
	narks:	
Sent to Auditor/Purchasing 7/17/17		
Posted to Intranet 8/15/17		
Board Approval		
Pick-up by Contractor		
Conv to Auditor	litor records undated by:	

No	IT	 0607

County of El Dorado Property Transfer Request				
✓ Surplus			☐ Inter-Department Transfer	
Transfer from index code:			Transfer to index code:	
Department: HHSA			Department:	
Approved (Dept Head)		Date	Approved (Dept Head)	Date
Patricia Charles-Hathe	6	28/17		
Specific location (address): 935 Spring St				
Where in facility? PHF basement				
First contact person: Jill Rubin			Phone: 642-7303	
Second contact person: Amy Higdon			Phone: 642-4836	

Cty Tag #	Description/Comments	Serial/VIN #	Condition
65572	HP Laserjet 4250n	CNGXF91288	Broken Not Functional
	HP L1750 LCD Monitor	S3CQ8471CMW	Broken Not Functional
	1 box of 8 DVD\CDROM players		Functional Expired Warranty
789	One (1) 17" square monitor		Broken Not Functional
	Two (2) 19" widescreen monitors		Broken Not Functional
	HP OfficeJet Mobile 100 printer	MY57SF111M	Broken Not Functional
103805	Dell Optiplex 780 Desktop PC	65MZPM1	Functional Expired Warranty
	Five (5) unopened HP9500 printer cartridges:	C8553A, C8560A, C8562A	Functional Expired Warranty
101683	HP Laserjet 4700n	JP4LB25025	Broken Not Functional
104928	Dell 790 desktop PC	4DBLMS1	Functional Expired Warranty
105252	Fujitzu fi6130z scanner	163408	Broken Not Functional
103592	Fujitzu fi6130 scanner	445683	Broken Not Functional
102143	Dell Latitude D830	1928CG1	Functional Expired Warranty
	1 Dell 19" square monitor		Broken Not Functional
	11 HP 17" square monitors <8 without stands>		Functional Expired Warranty
	Box with misc. e-waste.		Functional Expired Warranty
105974	Dell 9020 Desktop PC	43YPSW1	Functional Expired Warranty
	7010		

Routing of PTR Form	N/A or Date
Sent to Auditor/Purchasing	7/17/17
Posted to Intranet	8/15/17
Board Approval	
Pick-up by Contractor	
Copy to Auditor	

Remarks:	+62665	3141	, ,
01/	2 John 2 Ott	-1 Noel	- Calalia
	1000 00		911/1
Auditor records	updated by:		Date:

	Nº XX 0607
	nty of El Dorado
	y Transfer Request
✓ Surplus	☐ Inter-Department Transfer
Transfer from index code:	Transfer to index code:
Department: HHSA	Department:
Approved (Dept Head) Da	ate Approved (Dept Head) Date
Gatrici Charles - Heather 7-14-	
Specific location (address): 935 Spring Street	
Where in facility? PHF basement	
First contact person: Jill Rubin	Phone: 642-7303
Second contact person: Amy Higdon	Phone: 642-4836
	G 117777 // G 111
Cty Tag # Description/Comment	
Office chairs x11	Broken Not Functional
Wood over head cabinet	good
3 boxes of binders	. good
2 four drawer lateral file cabinets	fair-locks don't work
Harpers desk parts	good
Metal bookcase	good
Two drawer lateral file cabinet	rfair-rusty
Four wooden book cases	fair
Glass front 2 door cabinet	good-missing lock
Misc. office supplies	obsolete
Vertical letter file cabinet	no lock
16809 Shelving	broken
Routing of PTR Form N/A or Date	Remarks:
	IVIIII 113.
Sent to Auditor/Purchasing 7/17/7  Posted to Intranet 9/10/12	
8/13/17	
Board Approval	
Pick-up by Contractor	Auditor records updated by: Date:
Copy to Auditor	Auditor records updated by: Date:

	N- PH 0/25
County	of El Dorado ransfer Request
Surplus	☐ Inter-Department Transfer
Transfer from index code:	Transfer to index code:
Department: HHSA	Department:
Approved (Dept Head) Date	Approved (Dept Head) Date
Potrici Charles-Heathers 7-27-17	
Specific location (address): 935 Spring Street	
Where in facility? PHF basement	
First contact person: Jill Rubin	Phone: 642-7303
Second contact person: Amy Higdon	Phone: 642-4836
Cty Tag # Description/Comments	Serial/VIN # Condition
9 conference room type chairs	fair
3 - Blue 9 - Reddish	
B 100 0 0	
Routing of PTR Form N/A or Date Rems	arks:
Sent to Auditor/Purchasing 8/3/12	
Posted to Intranet 8/15/17	
Board Approval	
Pick-up by Contractor	
Copy to Auditor Audi	tor records updated by: Date:

No	***	953

	County of	El Dorado				
Property Transfer Request						
<b>✓</b> Surplus	☐ Trade-In	Inter-D	epartment Transfer			
Transfer from index code: 606100		Transfer to index code:				
Department: Library	Department:					
Approved (Dept Head)	Date	Date Approved (Dept Head) Date				
Jam Du	7/21/2017					
Specific location (address): 104 Place						
Where in facility? Inside Museum in	Transportation Exhibit					
First contact person: Mary Cory		Phone: 621-582				
Second contact person: Jon McCabe		Phone: 621-58	05			
Cty Tag # De	escription	Serial/VIN	# Condition			
12730 Office chair, gold upholstery	r, four legs with rolling ca	asters	fair			
	55 T. S.					
<b>\</b>						
			-			
D i COMP D		. No leasen in use because it will be	and form land are released.			
Routing of PTR Form N/A or Da		s: No longer in use because it only h	ias four legs on wheels			
Sent to Auditor/Purchasing 7/27//7  Posted to Intranet 8/15/12	and is u	nstable.				
Board Approval						
Pick-up by Contractor						
Copy to Auditor	Auditor	records updated by:	Date:			

1.1		5519
5 (5)		

	Pı	County of roperty Tra	El Dorado Insfer Requ		
Surplus		] Trade-I	n	☐ Inter-Departm	ent Transfer
Transfer from inde	x code: 242121		Transfer t	o index code:	
Department:			Departme	nt:	
Approved (Dept H		Date	Approved	(Dept Head)	Date
10	5	7-27-17			
Specific location (		u LR	re		
Where in facility?		10			
First contact perso		4		Phone: x 6640	
Second contact per	rson: 297. Ful	Bleez		Phone: V 457	2
Cty Tag #	Descripti	ion		Serial/VIN#	Condition
	5PS			81+TD75221	Brohen
/ 6	5P5			3450752667	11
	5PS			24 7792 207	//
	5P5			247075201	1/
	5 PS			247075606	11
	of a zovil			247075215	1/
74	25 # 30866 25 # 66723			30866	1,
Pa	5 \$ 025 894		-	025894	1,
Pi	x # 052281			052281	11
N/R INT	Oxincelu # 6	01876	2	018726	11
		•			
			400		
	7		•		
Routing of PTR Form	N/A or Date	Remark	<u>ks</u> :		
Sent to Auditor/Purchas	ing 7/27://2		- (a)		
Posted to Intranet	8/15/17				
Board Approval					
Pick-up by Contractor  Copy to Auditor		Auditor	records undets	d by:	Date:
Copy to Auditor	Copy to Auditor Auditor Part Auditor records updated by: Date:			Date.	

					Nº	8893	
	County of El Dorado Property Transfer Request						
<b>✓</b> Surplu	18	Trade-In	Ľ		Inter-Departmen	t Transfer	
Transfer from index code: 070000 Transfer to index code:							
Department:	Department: County Counsel Department:						
Approved (Dept Head)  Date  3/3/17		Approved (Dept Head) Da		Date			
Specific local	tion (address): County Co	ounsel Library					
Where in faci	ility? County Counsel Libr	ary			7.		
First contact	person: Molly Johnston	ne		Phone:	(530) 621-5781		
Second contact person: Caryne Pierce Phone: (530) 621-5770							
Cty Tag #	Cty Tag # Description Serial/VIN # Condition						

Cty Tag #	Description	Serial/VIN #	Condition
	Dot matrix PO printer		good
	Item 7753 Ribbon/Cartridge for printer		new
		*	
A-15-044			
	,		
****	· · · · · · · · · · · · · · · · · · ·		
•			
-			

Routing of PTR Form N/A or Date		Remarks:	
Sent to Auditor/Purchasing	8/3/17		
Posted to Intranet	8/15/17		
Board Approval			
Pick-up by Contractor			
Copy to Auditor		Auditor records updated by:	Date:

Board Approval Pick-up by Contractor Copy to Auditor

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., Copy-From Dept., Copy-Purchasing

Auditor records updated by:

			$\mathbb{M}_{f o}$	1504
Со	unty of El Dorado	)		
Prope	rty Transfer Requ	uest		
Surplus	_ Inte	er-Department	Transfer	*
Transfer from index code: 28000 0	Transfer t	o index code:		
Department: Reconser Cler	Departme	nt:		
Approved (Dept Head Walliam & Salling)	Date Approved	(Dept Head)		Date
	R Lane	Placen	Ville, C	A
Where in facility? Reconser C	leek	,,,,		
First contact person: Cunthia Str	epek	Phone:	530 60	16592
Second contact person: Time Koh	Istelt	Phone:	530 60	1 5493
Cty Tag # Description	/ 1	Serial	/VIN#	Condition
1- TABLE Squale	+ Lockes	21. 1		60012
LABOURT FREE	T LOCKED	sile#		Broken
with a second				
	ä			
				-
Routing of PTR Form N/A or Date	Remarks:			
	ent to Auditor/Purchasing 8/4/12			

Routing of PTR Form N/A or Date		Remarks:	
Sent to Auditor/Purchasing	8/4/17		
Posted to Intranet 8/15/17			
Board Approval			
Pick-up by Contractor			
Copy to Auditor		Auditor records updated by:	Date:

014	1504				
$\mathbb{M}_{0}$	1304				

County of El Dorado Property Transfer Request					
		9			
	Inter-Department Transfer				
Transfer from index code: 380000	Transfer to index code:				
Department: Recorder Clerk	Department:				
Approved (Dept Head) Date	Approved (Dept Head)	Date			
by Jane Kakletodt ast R.C.					
	old B Placerville				
Where in facility? Recorder Clerk	Dhonor Cartalla	<u> </u>			
First contact person: Cunthia Stupek Second contact person: Tong Kohlstedt	Phone: 53062169	2102			
Second contact person: The Kohlstedt	1 none. 530 634 -	2713			
Cty Tag # Description	Serial/VIN #	Condition			
Q 1-HP DESKIET 3000 PrINTET	CN17125HJB	G000			
2-HP INK CATTRIDGES 6		New			
a - Monutar Mount Cope	Holders &	New			
- "SORT-All" SOFTER		New			
3 - Large Heavy Duty	TADE DISPENSORS &	(2000			
9-Rollsof Premium Gir	ave Filament TADE	New			
	100EL PESR % 100000565	FAIR			
	The LABOLS # 05202	New			
8-9/2×143/4 EXPANDA		New			
1- Steelcase Moure	OFFICE CHAIR	Poor			
2- Green Metal Chair	5_,	Poor			
1 - High Counter Stool	-Black	GOOD			
1 - H. P. PRIMER DESKIE	,	GOOD			
	0R-2000 5/N 2100590	GOOD			
1 - Brown Wooder COAT		Fair			
17997 1 - Vellow Metal Desk		FAIR			
- Key BOAND TRAN		Fair			
2-13rooms		FAIR.			
H - Wooden Stool H - Dell Dexton Mon	utors (505R108476052BD69	grave			
1- PAPER Cutter-	CNONV134716816E	OLD			
Routing of PTR Form N/A or Date Remark	ks:				
Sent to Auditor/Purchasing 8/4/17					
Posted to Intranet 8/1r//3					
Board Approval					
Pick-up by Contractor					
Copy to Auditor Auditor	records updated by:	ate:			

				3809		
	County of El Dorado Property Transfer Request					
<b>✓</b> Surpl	us	☐ Inte	r-Department Transfer			
Transfer from	n index code: 798000	Transfer to	o index code:			
Department:	Revenue Recovery	Departmen	nt:			
Approved (D	Date 7-10-17	Approved	(Dept Head)	Date		
Specific loca	tion (address): 3883 Ponderosa Rd, Shingle	Springs, CA	95682			
	ility? Multiple locations in building					
First contact	person: Michael Brazil		Phone: (530) 642-7298			
Second conta	nct person: Wendy Perry		Phone: (530) 642-4831			
C: T !!	<b>D</b>		C · INTENT	G 11/1		
Cty Tag #	Description		Serial/VIN #	Condition		
35524	HP LASERJET 4250 PRINTER		CNGXC70061			
101878	DELL OPTIPLEX 755 DUO E4500		3DZGTF1	Poor		
101880	DELL OPTIPLEX 755 DUO E4500		4CZGTF1	Poor		
101881	DELL OPTIPLEX 755 DUO E4500		5CZGTF1	Poor		
101886	DELL OPTIPLEX 755 DUO E4500		BCZGTF1	Poor		
	*					
Routing of PTR	Form N/A or Date Remark	<u>s</u> :		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		
Sent to Auditor/P						
Posted to Intrane	8/15/17		,			
Board Approval	0/10111					

Auditor records updated by:

Pick-up by Contractor
Copy to Auditor

Date:

$N_{\overline{0}}$	1255

11							
County of El Dorado							
	Property Transfer Request						
Surplu Surplu	s T	Trade-In	1	☐ Inter-Departme	nt Transfer		
Transfer from	Transfer from index code:  Transfer to index code:						
Department:	Library - SLT Branch		Departmen	nt:			
( )	Approved (Dept Head)  Date Approved (Dept Head)  Date						
		len Bl	lvd				
Where in facil		to bac	ck door,	ring doorbell)			
	person: Katharine Miller		NA SECTION AND ADDRESS OF THE SECTION ADDRESS OF THE SE	Phone: (530) 573-331	1		
Second contac	et person: Maria DeLallo		· · · · · · · · · · · · · · · · · · ·	Phone: (530) 573-318	36		
Cty Tag #	Description			Serial/VIN #	Condition		
	metal shelf 78" x 36 3/4	/4"		DOLLAR FILL	good		
		x 66	1/2		unusable		
none c	comb binding machine and	supplies			good		
none (	Canon desktop color printer	and	supplies		good.		
none 5	50 +/- pack clear jewel	cases	for CDs		good		
				(E)			
	*						
Routing of PTR F	orm N/A or Date	Remarks	<u>s</u> :				
Sent to Auditor/Pur	rchasing 8/9/17						
Posted to Intranet	8/15/17						
Board Approval				3			
Pick-up by Contrac	tor						
Copy to Auditor		Auditor re	ecords updated	l 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., Copy-From Dept., Copy-Purchasing 17-0919 A 12 of 12