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✓ Surplus     ☐ Trade-In     ☐ Inter-Department Transfer       Transfer from index code: 0200000     Transfer to index code:	- 1						
Transfer from index code: 0200000 Transfer to index code:	r						
Department: CAO Department:							
Approved (Dept Head) Date Approved (Dept Head) Date	te						
alizhe							
Specific location (address): 330 Fair Lane - CAO Office							
Where in facility? @ DA Office - 525 Main Street							
First contact person: Karen Phone: (530) 621-5117							
Second contact person: Angelo Phone: (530) 621-5919							
Cty Tag # Description Serial/VIN # Condition	on						
4 Teal reception area chairs fair							
48x36 Oak Bookcase fair							
36 x 18 coffee table fair							
24x24x24 Table fair							
3 drawer pedastel poor							
72x18 conference table good							
	_						
	_						
	-						
	_						
Routing of PTR Form N/A or Date Remarks:							
Sent to Auditor/Purchasing 9/12/18							
Posted to Intranet  Posted Appropriate  Posted	_						
Board Approval  Pick-up by Contractor	$\dashv$						
Copy to Auditor Auditor Date:	$\dashv$						

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T 4	

County of El Dorado Property Transfer Request							
✓ Surpl	us	Trade-In	ı Inter-D	epartment Transfer			
Transfer from index code: Transfer to index code:							
Department: LIBRARY Department:							
Approved (I	Dept Head)	Date	Approved (Dept Head)	Date			
Joan	Jan 1- 9/17/2018						
Specific loca	ntion (address): MUSEUM, 10	4 PLACERVILLI	E DR.				
/	cility? BY BACK DOOR AND I	BY SIDE GATE					
	person: MARY CORY		Phone: 621-582				
Second cont	act person: JON MCCABE		Phone: 621-586	65			
Cty Tag #	Descri	ption	Serial/VIN #	Condition			
8249	5-DRAWER LETTER SIZE META			FAIR			
NO NUMBER	4-DRAWER LEGAL SIZE METAL	L FILE CABINET		FAIR			
NO NUMBER	5 DRAWER LEGAL SIZE METAL	FILE CABINET		GOOD			
NO NUMBER	4-DRAWER LEGAL SIZE METAL	FILE CABINET		FAIR			
Routing of PTR	Form N/A or Data	Remark					
Sent to Auditor/I		Kemark	3.				
Posted to Intrane	9/10/10						
	ı						
Board Approval							
Pick-up by Contr	actor	Andita	records undeted by	Data			
Copy to Auditor			or records updated by: Date:				

PRINT COMPLETED FORM ON WHITE PAPER AND SEND TO PROCUREMENT & CONTRACTS

			Nº	3748		
	County of El Dorado Property Transfer Request					
<b>✓</b> Surpl	us Trade-In	1	☐ Inter-Depart	ment Transfer		
Transfer from	n index code: 0200000	Transfer to	o index code:			
Department:	CAO	Department:				
Approved (D	Dept Head) Date	Approved (Dept Head) Date				
Specific loca	tion (address): 330 Fair Lane, Building A, Pla	cerville				
	ility? CAO Admin Office					
First contact	person: Karen		Phone: (530) 621-511	7		
Second conta	act person: Jeanette		Phone: (530) 621-515	8		
Cty Tag #	Description		Serial/VIN #	Condition		
Cty Tag #	3 desk chairs		Serial VIII #	fair		
	portable sound system			poor		
		<i>x</i> :				
			-			
Routing of PTR		<u>s</u> :				
Sent to Auditor/P Posted to Intranet	urchasing 9/20/19					
rosted to Intranet						

Auditor records updated by:

Board Approval

Pick-up by Contractor

Copy to Auditor

Date:

County of El Dorado Property Transfer Request  ✓ Surplus  Trade-In  Transfer from index code: 7200000  Transfer to index code:  Department: Water Agency  Approved (Dept/Head)  Date  Tounty of El Dorado Property Transfer Request  Inter-Department Transfer  Transfer to index code:  Department:  Approved (Dept/Head)  Date
Property Transfer Request  ✓ Surplus  Trade-In  Transfer from index code: 7200000  Transfer to index code:  Department: Water Agency  Department:
Transfer from index code: 7200000 Transfer to index code:  Department: Water Agency  Department:
Department: Water Agency Department:
Ammortal (Dort Hand)
March 1. Ta 9/11/2018
Specific location (address): 4330 Golden Center Drive, Suite C, Placerville, CA 95667
Where in facility? Suite C
First contact person: Julianne van Leeuwen  Phone: (530) 621-6635  Second contact person: Tami Scowcroft  Phone: (530) 621-6678
Beend contact person. Talli Geoweloit
Cty Tag # Description Serial/VIN # Condition
n/a Viewsonic Monitor VX245WM-LED S4Z113035453 Excellent
101310 Optiplex 745 Computer Case Good
103925 Dell Laptop Latitude E6510 Good
, , , , , , , , , , , , , , , , , , ,
Routing of PTR Form N/A or Date Remarks: We can drop these items off at the County Government
Sent to Auditor/Purchasing 9/13/18 Center if you tell us where to take them. Thank you.  Posted to Intranet

Auditor records updated by:

Board Approval

Pick-up by Contractor

Copy to Auditor

Date:

					Nº	9566
		P	County of roperty Tra	El Dorado Insfer Requ		
✓ Surpl	us		Trade-I	n	☐ Inter-Depart	ment Transfer
Transfer from index code: 403310				Transfer t	o index code:	
Department:	HHSA-EMS	Agency		Department:		
Approved (I	Dept Head)		Date	Approved	(Dept Head)	Date
		2900	-	, m	this clade Hotel	9/4/18
Specific loca	tion (addres	s): 2099 Fairlane C	ourt		The state of the s	
Where in fac	cility? EMS	Agency				
First contact	^				Phone: 621-6505	
Second conta	act person: F	Patti Perillo			Phone: 621-6509	
Cty Tag #		Descript	ion		Serial/VIN#	Condition
34001	IRIDIUM SAT	ELLITE PHONE 9505			S/N 300114010405370	Good 25 Se (e4
					,	
,,,,,		4				
		-				
		1.974				
Routing of PTR	Form	N/A or Date	Remark	<u>ss</u> :		
Sent to Auditor/P	urchasing	9/6/18	Limited	to no recept	ion/service. Purchased in 2005	

Routing of PTR Form	N/A or Date	Remarks:	
Sent to Auditor/Purchasing	9/6/18	Limited to no reception/service. Purch	ased in 2005.
Posted to Intranet			
Board Approval			,
Pick-up by Contractor			
Copy to Auditor		Auditor records updated by:	Date:

No	<del></del> 341
14-	341

1			El Dorado nsfer Request			
Surplus		Trade-In	i ·	☐ Inter-Depar	tment Transfer	
Transfer from in	ndex code: 028300		Transfer to ind	lex code:		
Department:			Department:			
Approved (Dept	Head)	Date 8/27/18	Approved (De	pt Head)	Date	
Specific location	1 (address): 3000 F	aidane Co	, Tru			
Where in facility	00110	_				
First contact per	son: MARSHAIL	SEABORN	7	Phone: 306-1		
Second contact p	person: MARY DAVIS	SUZ ANNE	MonTEZ	Phone: 621-5	5890	
Cty Tag #	Descrip	ption		Serial/VIN#	Condition	
31435 a 10	3459 OCÉ	copier			BAD	
103461 1	AP SCANNER				BAD	
	-					
	,					
		H				
				,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		
Routing of PTR Form	m N/A or Date	Remark				
Sent to Auditor/Purch			-			
Posted to Intranet	0/5-7/10					
Board Approval						
Pick-up by Contractor						
Copy to Auditor		Auditor r	ecords updated by:		Date:	

County of El Dorado Property Transfer Request								
✓ Surplus		. [	] In	ter-Department Transfer				
Transfer from in	ndex code:	T	Transfer to index code:					
Department: Hi	HSA-PH	D	epartn	nent:				
Approved (Dept	t Head)	Date A	pprov	ed (Dept Head)	Date			
4 ** -	- Clarki-Heithy 12-11	1	• •	,				
	Specific location (address): 931 Spring St							
	Where in facility? Lab							
First contact per	rson: Amy Higdon	,		Phone: 642-4836				
Second contact	person: Susan Forrester			Phone: 621-6267				
Cty Tag #	Description/Comme	nts		Serial/VIN#	Condition			
	water bath				fair			
	Clean PCR workstation			-	fair			
1/	of 3 pipettes (2 Eppendorf)				fair			
	mortar and pestle				falr			
	1 box of flints for sparker				falr			
- V	pags PCR vials				fair			
√3p	pairs of protective golves used during ral	bies dissecti	on		felr			
4 b	ooxes of disposable gowns				fair			
i/10	of 2 black plastic boxes containing unive	rsal test plat	е		fair			
28726 So-	28726 So-Low freezer A13-120T				fair			
					*			
	Boxes (L) Gioves	<u> </u>						
La l	Boxes (L) gloves limwipes 20Box							
K	Com wipes 20 Box	es						
7-1 531								
55601 E	LX800 Plakera	coer						
	1							
	***************************************							
			1					
Routing of PTR Form	m N/A or Date	Remarks: [	Oonate (	to Sacramento County Public H	ealth Department			
Sent to Auditor/Purcha	asing	Via Ag	mt i	F 2483				
Posted to Intranet		J						
Board Approval								
Pick-up by Contractor								
Copy to Auditor		Auditor reco	rds updat	ed by:	Copy to Auditor 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., Copy-From Dept., Copy-Purchasing