



## SURPLUS PROPERTY TRANSFER FORM

Distribution to Purchasing Surplus Division

Control No. \_\_\_\_\_

This form serves one purpose: **SURPLUS PROPERTY TRANSFER TO PURCHASING**

**NOTE:** Do not combine casualty/loss or transfer to another department on this form.

### I. PROPERTY INVOLVED (Group/Department to fill out boxes 1-9)

1	2	3	4		6	7		9		10
			Purchase Price	Purchase Date		Mileage OR Hours	Fully Depreciated?	Purchasing Use Only Assigned Auctioneer		
1	2002 Freightliner Spray Unit #1FYDBXAKX2HJ89785	Operable	12783	\$138,292.85 12/11/2001	\$ 20,000.00	74895	Yes	✓		
2		Operable					No	✓		
3		Operable					Yes	✓		
4		Operable					No	✓		
5		Operable					Yes	✓		

### II. TO PURCHASING - SURPLUS PROPERTY

The above property is surplus to the needs of \_\_\_\_\_ Department: Agriculture / Weights & Measures

\_\_\_\_\_ at \_\_\_\_\_, as of \_\_\_\_\_ per \_\_\_\_\_

Cost Center: 6111301000 Location: 777 E. Rialto Ave. San Bernardino, CA 92415

/s/ Angela Godwin Department Head Name Signature: Angela Godwin Date: \_\_\_\_\_ or \_\_\_\_\_ Designee Name Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Reason for surplus: Replaced with new vehicle Not For Public Use/Auction

Department's surplus contact: Jessica Naquin Phone: (909) 387-2150

### BOARD AGENDA ITEM APPROVAL INFORMATION (Required for items valued at over \$10,000)

Board Approved Meeting Date \_\_\_\_\_

Board Agenda Item Number \_\_\_\_\_

For Purchasing Use Only \_\_\_\_\_

Received by: \_\_\_\_\_ on \_\_\_\_\_ Disposition of surplus property: \_\_\_\_\_ SELECT: \_\_\_\_\_