

TRANSFER of FIXED ASSET

Date: July 2, 2008

The following fixed asset(s) should be (check one):

- ☐ Transferred to another department
- ☒ Sold At Auction

[illegible]

The transferor requests that this fixed asset be removed from the inventory for their office and either placed in the Transferee's office as of the date shown above, *OR* sold at auction as indicated by the choice above.

From: Randolph Olsen
Transferor department head or elected official

Constable 2
Department Name

To: _____
Transferee department head or elected official
(not needed if being sold at auction)

Auction
Department Name

TRANSFER of FIXED ASSET

Date: July 8, 2008

The following fixed asset(s) should be (check one):

- ☐ Transferred to another department
- ☒ Sold At Auction

[illegible]

The transferor requests that this fixed asset be removed from the inventory for their office and either placed in the Transferee's office as of the date shown above, *OR* sold at auction as indicated by the choice above.

From: Transferor department head or elected official

Justice of The Peace, Pct. #3
Department Name

To: _____
Transferee department head or elected official
(not needed if being sold at auction)

Auction/Maintenance
Department Name