Canutillo ISD 071907

CANUTILLO INDEPENDENT SCHOOL DISTRICT PROPERTY TRANSFER/DISPOSITION FORM

CFB REGULATION EXHIBIT A

Completed_

PURCHASING AND ACQUISITION DISTRICT ASSETS

INDIVIDUAL REQUESTING TRANSFER: (Ensure that signatures are obtained below) CHECK ONE:									
TRANSFER FROM: TRANSFER TO: (Campus/Depart, Room #, Property Custodian, Trade-In provide Vendor name)						_	CHECK ONE: Permanent		
						Temporary			
(If your items are be	•		-	•	n provide Vendor name) r each ''Transfer To'' destin	eation.)			
							Federal		
CISD Barcode (asset tag #)	* Request Code	Qty	Desc	ription	Serial # (required if equipment)	Brand Name	Model/Make	Yes/No	Fund #
Signature-BUDGET AUTHORITY "Releasing" Equipment				Date		* R	* Request Code		
Signature of Delivery or Pickup Person				D . (S = Salvage/Surplus			
				Date	Date		$\mathbf{NU} = \text{Not Usable}$ $\mathbf{P} = \text{Par}$ $\mathbf{NBC} = \text{No Bar Code}$ $\mathbf{T} = \text{Tra}$		
O			ESIGNEE "Receiving" E	• •			11-		•
	ıa emaii jorm(s, SED: 7/24/12				umpuses and Departments m AY THE TRANSFER 1		Fire	ancial Service	s Rec'd:

Canutillo ISD 071907

CANUTILLO INDEPENDENT SCHOOL DISTRICT PROPERTY TRANSFER/DISPOSITION FORM

(insert numberical sequence here)

CFB EXHIBIT A (REGULATION)

PURCHASING AND ACQUISITION DISTRICT ASSETS

Business Svcs. Rec'd: ____
DATE REVISED: 7/24/12

CFB (REGULATION)