

2672

DEPT.:

1 OF 2

**CITY-PARISH GOVERNMENT**

**Movable Assets Acquisition, Departmental Move, Disposition and Correction Form**

*As Needed Correct Section A, B, or C of the FMA Form:  
Circle Your Corrections:*

**A**

Correction

Date: 12-29-16

Property Tag: 105015

Description: 2003 Ford F250XL

Serial No./VIN#: 3FTNF20L43MB35431 Acct#: 504.7902000 000 @ 0

Location:   /  /  /   Property Manager: \_\_\_\_\_ Class Code: \_\_\_\_\_  
                  2 2 2 4 (digits) (code)

Dept./Div.#: Traffic Eng. Date Rec'd: 05-22-08 P.O.#: PO 030345 P.O. Date: / /

Item Cost: \$ 15,353.<sup>00</sup> VEHICLE AND EQUIPMENT: Make: Ford Model: F250XL

Year: 2003 Equipment No.: 2672 License No: 189347

**B**

**DEPARTMENTAL MOVE (or) TRANSFER**

Department/Division receiving asset must complete this section  
*Ensure to complete section A of this form*

Date: \_\_\_\_\_ New Location: \_\_\_\_\_ Dept. /Div. No.: \_\_\_\_\_

Method: \_\_\_\_\_ New Dept./Div Signature: \_\_\_\_\_

**C**

**DONATION, SOLD, SURPLUS, PILFERAGE, REPLACEMENT OR TRADE-IN**

*Ensure to complete section A of this form*

Check One:  Donation  Sale  Surplus/Scrapped  Pilferage  Trade-In  Replacement Asset

Date: \_\_\_\_\_ Amount received Trade-In \$ \_\_\_\_\_

Disposition Code: \_\_\_\_\_ Amount received for Sale: \$ \_\_\_\_\_

Sold To: \_\_\_\_\_ Donee (Organization): \_\_\_\_\_

P: Pilferage, S: Sold, T: Trade-in, Y: Donated, Z: Scrapped/Surplus, ZX Replacement Asset

Authorized Signature: [Signature] Date: 12-29-16

\*Return original completed form to the Inventory Division within 10 days of receipt of the item(s) and/or transaction. If additional tags are required for P.O., call at 389-4965. \*

2018 JAN 29 PM 3:54

[Handwritten initials]

2672

PW Business Office

CITY OF BATON ROUGE - PARISH OF EAST BATON ROUGE

Movable Asset Disposition Form

Property Tag Number: 105015      Equipment Number: 2672      Date: 12-29-16  
 Year: 2003      Make: Ford      Description: 2003 Ford F250XL  
 VIN/Serial Number: 3FTNF20L43MB35431      License No.: 189347      Color: white  
 Odometer/Hour Meter: \_\_\_\_\_      Department: Owning - 7902009      Using - Traffic Eng.

Type of Disposition:

- Pilferage (Must include Police Report)
- To Auction Lot
- Trade-In
- Donated (Must have Council approval)
- Scrapped

Condition of Equipment:

Paint: \_\_\_\_\_ Battery: \_\_\_\_\_ Engine: \_\_\_\_\_ Differential: \_\_\_\_\_  
 Body: \_\_\_\_\_ Brakes: \_\_\_\_\_ Steering: \_\_\_\_\_ Transmission: \_\_\_\_\_  
 Radio: \_\_\_\_\_ Clutch: \_\_\_\_\_ Upholstry: \_\_\_\_\_ Air Conditioner: \_\_\_\_\_  
 Glass: \_\_\_\_\_ Heater: \_\_\_\_\_ Radiator: \_\_\_\_\_ Tires: RF \_\_\_ RR \_\_\_ LF \_\_\_ LR \_\_\_

List all missing engine parts and accessories: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

I certify the above information to be accurate and this vehicle is free of trash/debris.

Authorized Departmental/Divisional Signature  
  
 Authorized Purchasing/Central Garage Signature

Date  
 12/29/16  
 Date

Fuel Card \_\_\_\_\_ Cancelled On \_\_\_\_\_  
 Fuel Card \_\_\_\_\_ Cancelled On \_\_\_\_\_