

2871

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: 01/09/2018

Property Tag: 108956

Description: 2005 Honda Civic GX Natural Gas

Serial No./VIN#: 1HGEN26555L000136

Acct#:

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

Dept./Div.#: 7312001 Date Rec'd: 05/27/2005 P.O.#: 050666 P.O. Date: Permits & Inspection

Item Cost: \$ VEHICLE AND EQUIPMENT: Make: Honda Model: Civic GX NGV

Year: 2005 Equipment No.: 2871 License No: 196773

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, I: Trade-in, Y: Donated, Z: Scrapped/Surplus, ZX Replacement Asset

Authorized Signature: Date: 1/11/18

*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 3:55

Handwritten signature

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DPW Business Office

CITY OF BATON ROUGE - PARISH OF EAST BATON ROUGE
Movable Asset Disposition Form

Property Tag Number: 108956 Equipment Number: 2871 Date: 01/10/2018
Year: 2005 Make: Honda Description: Civic GX NGV
VIN/Serial Number: 1HGEN26555L000136 License No.: 196773 Color: White
Odometer/Hour Meter: 93295 Department: Owning - 7902000 Using - 7312001

Fleet Rental & Replacement Permits & Inspection

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

Date



Authorized Purchasing/Central Garage Signature

1/10/18

Date

Fuel Card _____ Cancelled On _____
 Fuel Card _____ Cancelled On _____