

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:

111030

Description: 2007 Ford F250 Utility Body Truck

Serial No./VIN#: 1FDNF20547EA02158

Acct#:

Location:   /  /  /    
2 2 2 4 (digits)

Property Manager: \_\_\_\_\_  
(code)

Class Code:

Dept./Div.#: 7704002

Date Rec'd: 09/20/2006

P.O.#: 060889

P.O. Date: 06/01/2006

Maintenance Drainage

Item Cost: \$

VEHICLE AND EQUIPMENT: Make: Ford

Model: Utility Body Truck

Year: 2007

Equipment No.: 2967

License No: 198692

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 3:56

*[Handwritten signature]*

2967

DPW Business Office

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

Property Tag Number: 111030      Equipment Number: 2967      Date: 01/10/2018  
Year: 2007      Make: Ford      Description: F250 Utility Body Truck  
VIN/Serial Number: 1FDNF20547EA02158      License No.: 198692      Color: White  
Odometer/Hour Meter: 153294      Department: Owing - 7902000      Using - 7704002

Fleet Rental & Replacement      Maintenance Drainage

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  
  
 \_\_\_\_\_  
Date

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