

3879

DPW Business Office

CITY OF BATON ROUGE - PARISH OF EAST BATON ROUGE

Movable Asset Disposition Form

Property Tag Number: 127219 Equipment Number: 3879 Date: 01/23/2018

Year: 2016 Make: Ford Description: Transit Van 150

VIN/Serial Number: 1FBZX2ZM7GKA01573 License No.: 245921 Color:

Odometer/Hour Meter: 127781 Department: Owning - 7902000 Using - 7702002

Fleet Rental & Replacement Landscape Maintenance

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

EBR PARISH PURCHASING
2018 JAN 29 PM 4:02

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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: 01/24/2018

Property Tag:

127219

Description: 2016 Ford Transit Van

Serial No./VIN#: 1FBZX2ZM7GKA01573

Acct#:

Location: 2 2 2 4 (digits)

Property Manager: (code)

Class Code:

Dept./Div.#: 7702002

Date Rec'd: 11/25/2015

P.O.#:

P.O. Date:

Landscape Maintenance

Item Cost: \$

VEHICLE AND EQUIPMENT: Make: Ford Model: Transit 150

Year: 2016

Equipment No.: 3879

License No: 245921

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 Donatio 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: 1/24/18

\*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. \*