

# WM210

DPW Business Office

## CITY OF BATON ROUGE - PARISH OF EAST BATON ROUGE

### Movable Asset Disposition Form

Property Tag Number: 084672      Equipment Number: WM210      Date: 01/26/2018  
Year: 1992      Make: Clark      Description: GPX300 Forklift  
VIN/Serial Number: GPX230C-5-8915      License No.: N/A      Color:  
Odometer/Hour Meter: 1658      Department: Owning - 7070303      Using - 7070303  
WWC Operations      WWC Operations

#### 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

2018 JAN 29 PM 4:03  
EAST BATON ROUGE PARISH PURCHASING

Fuel Card \_\_\_\_\_

Cancelled On \_\_\_\_\_

Fuel Card \_\_\_\_\_

Cancelled On \_\_\_\_\_

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: 01/26/2018

Property Tag:

084672

Description: 1992 Clark GPX300 Forklift

Serial No./VIN#: GPX230C-5-8915

Acct#:

Location: 2 2 2 4 (digits)

Property Manager: (code)

Class Code:

Dept./Div.#: 7070303

Date Rec'd: 09/18/1992

P.O.#:

P.O. Date:

WWC - Operations

Item Cost: \$

VEHICLE AND EQUIPMENT: Make: Clark

Model: GPX300

Year: 1992

Equipment No.: WM210

License No: N/A

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:

Date: 1/26/18

\*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. \*