

GR1

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:

116006

Description: 2008 Dodge Durango SUV

Serial No./VIN#: 1D8HD38N48F155038

Acct#:

Location: 2 2 2 4 (digits)

Property Manager: (code)

Class Code:

Dept./Div.#: 6001006

Date Rec'd: 09/23/2008

P.O.#:

P.O. Date:

Human Development - Administration

Item Cost: \$

VEHICLE AND EQUIPMENT: Make: Dodge

Model: Durango

Year: 2008

Equipment No.: GR1

License No: 219470

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:

\*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 4:02

Handwritten initials/signature

# GR1

DPW Business Office

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

Property Tag Number: 116006      Equipment Number: GR1      Date: 01/10/2018  
Year: 2008      Make: Dodge      Description: Durango SUV  
VIN/Serial Number: 1D8HD38N48F155038      License No.: 219470      Color: White  
Odometer/Hour Meter: 133607      Department: Owning - 6001006      Using - 6001006

Human Development Admin.      Human Development Admin.

**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 \_\_\_\_\_