

FIXED ASSET TRANSFERS & DELETIONS

PLEASE CHECK ONE:

CHANGE

DELETION

| | | |
|-----------------------------|-------------------|----------------------|
| (8 char) Org Code | (4 char) Class | Serial Number or VIN |
| DESCRIPTION (45 characters) | | |

TRANSFER INFORMATION

| |
|----------------------|
| TRANSFER TO ORG CODE |
|----------------------|

| |
|---------------|
| TRANSFER DATE |
|---------------|

DELETION INFORMATION

| |
|---------------|
| DISPOSAL DATE |
|---------------|

| |
|--------------|
| SURPLUS DATE |
|--------------|

| |
|---------------------------------------------|
| DELETION CODE (enter number from the right) |
|---------------------------------------------|

- 1. TRADE
- 2. AUCTION
- 3. SELL
- 4. DISCARD
- 5. STOLEN
- 6. DONATION

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