SURPLUS/TRANSFER DECLARATION FORM

JACKSON COUNTY, MISSOURI

-DO NOT DUPLICATE-

SURPLUS	TRANSFER
Date of Surplus:	Date Transfer Received:
Department Name: JCDC Department Code:	Department Transferring Asset:
Point of Contact: Cy Ritter Phone Number: 881-4280	Department Receiving Asset:
Please Check: Select only one	Receiving Department Contact:
☒ Surplus ☐ Transfer	Receiving Department Phone Number:

Transaction Date	Fixed Asset #	Asset Description	Disposition Code*	Model Year	Make/Model	Serial/Vin Number	Useful Life**	Purchase Date	Original Cost
		CHEVROLET VAN		2002	ASTRO	1GNEL19X 82B147216			

* Indicate if Asset was (S) Sold, (D) Donated, (R) Recycled, (X) Scrapped, (T) Trade-in, or (O) Other.

** Refer to Asset Subclass Listing.

1. User Department send to Finance Department

Res. 18400