

## LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT FIXED ASSET INVENTORY TRANSFER AND EQUIPMENT RETIREMENT FORM

Please Check One		To SURPLUS an item check TRANSFER column *	Complete for "DELETES" ONLY				
Transfer	Delete	Inventory Tag No.	Item Description	Old Dept. No.	New Dept. No.	Reason for Request and Method of Disposal	Date
	X	U061426	Cannondale Bike, Size L			Donation to FC SO	07/21/14
	X	U061432	Cannondale Bike, Size L			Donation to FC SO	07/21/14
	X	R137243	Cannondale Bike, Size M			Donation to FC SO	07/21/14
		Old Department			New Department		
Requested by:							
Inventory Coordinator:							
Division Approval:							
Date:							