FIXED ASSET LIST BY DEPARTMENT

(Asset value $2,000 +)

Department: _____

In the spaces provided, please provide all available information regarding Fixed Assets ordered and received, and/or disposed of, for your department. Please contact Susan in the Treasurer's Office at 453-2134 for any questions, or concerns, and remit completed form to the same as needed, or by December 31.

P.O. or Contract #	County Tag #	Description	Serial #/VIN # (if applicable)	Amount	Date	If Disposed of - give date and reason (ex: auction, trade in)