



Cartwright School District #83
VEHICLE/HEAVY MACHINERY
Transfer/Disposal Form

Public | Surplus®

**Please complete a form for each vehicle. Forward completed form to Materials Center
(Please check transfer or disposal)**

Date: _____

Disposal

Transfer from Location: _____ To: _____

Person sending item(s) _____ Person receiving: _____

Signature of Principal/Administrator (Disposal or Transfer)

Overall Title: _____
("School Bus," "Earth mover," etc.)

Year: _____ Make/Manufacturer: _____

Model: _____ Mileage / Hours: _____

VIN #: _____ Asset#: _____

Running Condition: Runs Well Runs Doesn't Run Unknown

Engine Make, Size, & Gas Type: _____

Transmission Type: _____ Brakes: _____

Hydraulics Condition (if any): _____

Body Style (if applicable): _____ Tires: _____

General Description: _____

DISTRICT USE: Disposal via: Online Auction Local Auction Other _____

Materials Center sent copy of form to Accounting.

Value less than \$100,000, Asst. Supt. or Business Director Signature: _____

Greater than \$100,000: Gov. Bd. Approval Date: _____ Agenda #: _____ Acctg Notified Mat Ctr of Board Approval Date

Deleted from GFA Listing by: _____ Date: _____

If via online auction:

Digital Picture # (no limit on qty): _____

Storage Address (pickup location): _____