Surplus Transfer Form

4600 S. Redwood Road. Salt Lake City, UT. 84123
Phone: (801) 957-4197 / (801) 957-4553 Fax: (801) 957-4671

From:

Department: **Surplus**

Division: **Facilities**

Date: _____

Contact Person: _____

Contact Phone #: __957-4197_____

Individual Sending Signature: _____

Surplus Manager Signature: _____

(Please Print Name:) _____

To:

Department: _____Location: _____

Division: _____

Date: _____

Contact Person: _____

Contact Phone #: _____

Individual Receiving Signature: _____

Budget Manager Signature: _____

(Please Print Name:) _____

Line	Qty	Description	Serial #	Asset #

Revised 3/8/2007